

CKDCC – Upper Criggie Wind Farm Community Fund

APPLICATION FORM

Please refer to the Information and Guidance sheet

Q1. Contact Details

Name of group or organisation:			
Main contact:			
Position held:			
Contact Address:			
Telephone Number	Day:	Evening:	
	Mobile:	E- Mail:	

Q2. Please tell us about your group/organisation

Type of organisation: <i>Please attach a copy of your set of rules or constitution.</i>	
Affiliations to other bodies:	
Registration Number: <i>Charity Number, VAT Number (where applicable)</i>	
Date formed:	

Q3. What does your organisation do?

Guidance Note: Use this space to tell the fund panel about your group's/organisation's regular activities and work. Your answer should reflect what the rules or constitution say you do.

--

Q4. Project Information

Guidance Note: Tell the fund panel about what you are planning, how you will go about it and what you want the money for.

Title:			
Describe the project:			
Is this a new project?			
Project Start Date:		Project Completion Date:	
<i>Guidance Note: The start date must be after the fund panel decision and there must be a completion date. Please do not write 'ongoing', instead think about when you anticipate having spent all the money you are applying for.</i>			
How will the project continue beyond the grant? (If applicable)			
<i>Guidance Note: Please explain here how you will find the ongoing running costs after the money has been spent.</i>			

Q5. Project Costs. How much do you need and what will you spend it on?

Guidance Note: List all costs including items that will be purchased from your own funds, donations and volunteer time. Add extra lines or attach a separate sheet detailing costs. Remember to provide quote or estimates, Screen shots are accepted, but web links are not.

Item	Amount
Total	

Q6. Project Income. Please tell us about any money you have raised so far and about any other grants that you may have applied for.

Guidance Note: This may be your own funds, other grants, donations, volunteer time, estimated value of equipment loan, free use of land or buildings. Please provide supporting evidence such as a letter pledging support.

Funding provider	Item	Amount	Date applied/approved
	Total:		

Q7. How much money are you requesting from the Upper Criggie Wind Farm Community Fund?

Guidance Note: The figure should be the Total from Q5 Less the Total from Q6.

Total Amount

Q8. How will the project benefit the community?

Guidance Note: Please explain here how the project meets one or more of the fund’s objectives – charitable, educational, community, energy efficiency, environmental and general community amenities.

Q9. Who will benefit from the project?

Guidance Note: Please explain here who will benefit from the project – age ranges, anticipated numbers, how often they will attend/take part.

--

Q10. Where will the project take place?

Guidance Note: Please list all the venues that will be used

--

Q11. Policies, Licences and Permissions, please confirm if your organisation complies with the following:

Guidance Note: Only some of the items listed may be relevant to your project.

	YES	NO	COMMENT
Equal Opportunities			
Data Protection			
Child Protection			
Vulnerable Person Protection			
Public Liability Insurance			
Planning Permission			
Public Entertainment Licence			
Other Policies, Licences and Permissions: <i>(Please list any relevant to the project)</i>			

Q13. Your Finances

Have you applied to the CKDCC – Upper Criggie Wind Farm Community Fund before?			
Yes		No	
If yes, when did you receive funds and how much did you receive?			
Date		Amount	

Please provide us with details of your bank or building society account:	
Name on account	
Account number	
Sort Code	
Bank/Building Society	
Address	
How many signatures are required on cheques?	
Date of your end of financial year	

Q12. Signature and Declaration of Main Contact:

I confirm that to the best of my knowledge and belief, all the information is true and correct. I understand that you may ask for additional information at any stage of the application process and that all necessary permission for the project has been obtained. I undertake to ensure that any grant awarded will be used for the sole purpose of the fund stated and that if the project does not proceed as specified, all monies received from this fund will be repaid in full.

Name (Block Capitals)		Position in organisation	
Signed		Date	

Please email the completed application form, along with any supporting material, to funding@ckdcc.org.uk.

Alternatively, post the completed application form to:

CKDCC Treasurer
5 Trelong Row
Catterline
AB39 2UF

IT IS RECOMMENDED THAT YOU KEEP COPIES OF EVERYTHING YOU SEND