



Big Local Conniburrow – Small Grants Application Form

*Please note that we will only award grants that meet one or more of our three priorities–
Conniburrow Pride; Building Social Cohesion & Improving the Physical Infrastructure.
Details about these can be found on our website www.biglocalconniburrow.org or by
contacting info@biglocalconniburrow.org*

About Your Group/Organisation

Name of group/organisation	
Contact name	
Address & postcode	
Telephone number	
Email	
Website (if applicable)	
Charity number (if applicable)	
Name/address of bank/building society	
Account name, sort code & account number	

About your proposal

Please describe your project/activity & tell us when it will start, how long it will run etc (maximum 200 words)	
How many people from the Big Local Conniburrow do you expect to benefit from your project/activity?	
Will any volunteers be involved in delivering your project/activity? If so how many and in what capacity?	
If your project/activity involves children under the age of 18 and/or vulnerable adults do you have a suitable "Safeguarding" policy in place? (We may request a copy)	
Do you have Public Liability Insurance? (We may request a copy)	
How will you publicise your project/activity?	

Financial information

<p>How much are you applying for? (Maximum £1,500)</p>					
<p>How will this money be spent (please give a breakdown of costs and copies of quotes)</p>	<table border="1"> <thead> <tr> <th data-bbox="619 421 1141 459">Item</th> <th data-bbox="1141 421 1380 459">Cost</th> </tr> </thead> <tbody> <tr> <td colspan="2" data-bbox="619 1064 1380 1108" style="text-align: right;">Total £</td> </tr> </tbody> </table>	Item	Cost	Total £	
Item	Cost				
Total £					
<p>Does this meet the full costs of your activity/project? If not how will you finance the balance (e.g. fundraising; donations; grant from another organisation; “in-kind” donations etc)?</p>					
<p>Is there anything else you think we should know?</p>					

Declaration

- I am authorised to make this application & declaration on behalf of the group/organisation
- I certify that the information given is correct and if the project/activity changes significantly or cannot be completed on time I will notify Big Local Conniburrow immediately.
- Permission is given for Big Local Conniburrow and its Local Trusted Organisations to record all information and photographs, videos etc relating to this application (and any subsequent grants) for the purposes of Big Local.
- The organisation will only use the grant for the purposes detailed in this application and understands that if it is used for anything else Big Local Conniburrow may ask for the grant to be repaid and want to see the groups/organisations accounting records.
- I understand that the group/organisation will have to repay any grant money unspent at the end of the project/activity.
- The support of Big Local Conniburrow and the Local Trust will be acknowledged in any publicity.
- I understand that the decision of Big Local Conniburrow is final.
- I understand that a report (and photographs if available) of the project/activity; how the grant was spent, how it fulfilled Big Local Conniburrow priorities & its impact on the community will be required at the end of the project/activity.

Signature:

Print name:

Date:

Please return your completed form either by email to info@biglocalconniburrow.org or post to Big Local Conniburrow c/o 34 Bramble Avenue, Conniburrow, MK14 7AP.