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**Spirit of Manchester**

**Active Communities Fund**

**(Financed by the Eric Wright Charitable Trust)**

**GRANT APPLICATION FORM**

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| **Section 1: About you** |

|  |  |  |
| --- | --- | --- |
| Name and address of organisation including postcode | |  |
| Organisation’s website and / or social media addresses (if applicable) | |  |
| Main contact person | Name |  |
| Role |  |
| Contact address (if different to organisation address) |  |
| Telephone number |  |
| Email address |  |
| Second contact person | Name |  |
| Telephone number |  |
| Email address |  |

|  |  |
| --- | --- |
| What sort of voluntary, community or social enterprise organisation are you? (E.g. CIC, registered charity, constituted group, etc.) |  |
| If a registered charity or company, what is the organisation’s registration number(s)? |  |
| What is the approximate annual turnover of your organisation? (Note: maximum eligible turnover is £100,000) |  |

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| **Section 2: About your project** |

What are you applying for funding for? Tell us all about your proposed funded activity, why it’s needed and how it’s going to make a difference.

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| 2.1 Tell us about your proposed activities. (400 words maximum) |
| What do you plan to do and how will it increase the number of people getting involved in their communities? Include details of your main activities (where, when, etc.). Be as specific as possible and include numbers where appropriate. |
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If you are applying for funding to work with children, or vulnerable adults, you will need a Safeguarding Policy. *If your application is successful, we will need to see a copy of this policy, read the guidance for more information.*

Does your application involve working with children or vulnerable adults? Y / N

Do you have a Safeguarding Policy? Y / N

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| 2.2 Please estimate how many people and hours volunteering this funding will generate. |
| E.g. to deliver your proposed activity will require approximately *x* number of people volunteering for *x* number of hours |
|  |

**Section 3: Your project costs**

|  |  |
| --- | --- |
| 3.1 What are the costs of the project? | |
| Expenditure (please itemise) | Amount |
|  | £ |
|  | £ |
|  | £ |
|  | £ |
|  | £ |
|  | £ |
| Total cost (inc VAT) | £ |
| Amount applied for | £ |
| If the cost of your activity is more than you have applied for, have you secured the rest of the funding you need? | Yes  No |
| If yes to the above, please indicate the amount you have secured | £ |

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| 3.2 If your organisation has received a grant through Macc since 1 January 2018, please provide details of the date(s) and amount(s) below. |
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| **Section 4: Declaration** |

**4.1 Declaration**

I declare that the information given on this application form is accurate to the best of my knowledge and that I am authorised to submit this application.

I understand that I must notify Macc of any significant changes to the application and that misleading information can invalidate this application.

This application form contains information that is personal data for the purposes of the Data Protection Act 2018 and General Data Protection Regulations.Macc's Data Protection Policy and privacy statement are available on the webpage for this grants programme.

The personal data that you have provided will be used by Macc for the purpose of processing your application and will not be disclosed to any other organisation for any other purpose other than in relation to cases of suspected fraud or where there is a statutory requirement for disclosure.

**Please provide signatures on the next page.**

**Signatory One**

This must be the main contact named in section 1.1 above.

I understand you may contact me during assessment and I confirm I am authorised by the organisation for this purpose and that you may rely on any further information supplied by me.

|  |  |
| --- | --- |
| Name |  |
|  |  |
| Position |  |
|  |  |
| Signature |  |
|  |  |
| Date |  |

**Signatory Two**

This should be the chair or person of similar authority in your organisation. This person must be different to signatory one.

I confirm this application has been authorised by the management committee or other governing body.

|  |  |
| --- | --- |
| Name |  |
|  |  |
| Position |  |
|  |  |
| Signature |  |
|  |  |
| Date |  |

**Please return your completed form by email to** [**grants@macc.org.uk**](mailto:grants@macc.org.uk)**.**

**It must be submitted by midday on Friday 25 January 2019 - we will not consider applications submitted after this deadline.**

**Please check that you receive the automated email confirming receipt of your application once you have sent it. If you have not received the email, please call Oliver Cranfield at Macc on 0161 834 9823.**