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| **COMMUNITY EMPOWERMENT FUND**  **2024/2025** |

Completed project application forms must be emailed to:

[grants@south-ayrshire.gov.uk](mailto:grants@south-ayrshire.gov.uk)

The closing date for applications is Thursday 20th June 2024 at 5pm.

Please refer to the associated guidance when completing this application form.

**All projects must be completed by 30th January 2025**

**AMOUNT OF GRANT REQUESTED**

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| --- | --- | --- | --- |
| **TYPE OF GRANT** | **AMOUNT** | **PURPOSE** | **SELECT ONE** |
| \*Small grant | Up to £4950 | To assist with any barriers to sustaining your group. For development of smaller projects. |  |
| \*Community ownership/Community Asset Transfer (CAT)/  Community  empowerment | Up to £15,000 | For groups who are taking ownership of land or assets. To support groups going through CAT or who have successfully achieved this, as well as supporting groups who are taking the lease of an asset.  To support groups to achieve the priorities identified within their place plans or Community Action Plans |  |

**\* only one type of grant can be selected**

**SECTION 1 – ORGANISATION DETAILS**

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| **a** | **Organisation Name** |  |
| **b** | **Organisation Address** |  |
| **c** | **Website** |  |
| **d** | **Type of organisation**  **(voluntary organisation, charity, CIC, Ltd. by guarantee, SCIO, unincorporated association** **etc. or private sector)** |  |
| **e** | **If a charity or Limited Company please include your number** |  |
| **f** | **Is your organisation VAT registered?** | Yes  No |
| **g** | **Does your group/organisation have a bank account?** | Yes  No  In progress |

**SECTION 2 – CONTACT DETAILS**

|  |  |  |  |
| --- | --- | --- | --- |
| **The contacts below will be required to read the guidance notes and consent to being contacted by the council officers managing this fund including for monitoring and evaluation purposes.** | | | |
|  | **Contacts** | **Lead Contact** | **Secondary Contact** |
| **a** | **Name** |  |  |
| **b** | **Position in Organisation** |  |  |
| **c** | **Contact E-mail** |  |  |
| **d** | **Contact Telephone Number** |  |  |

**SECTION 3 – PROJECT DETAILS**

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| --- | --- | --- | --- |
| **a** | **Project Title** |  | |
| **b** | **About Your Project**  Please summarise your project and what this fund would help to deliver? What difference will this funding make for your group/local community? | | |
| **c** | **What community will this project be delivered in and what communities will benefit?** | | |
| **d** | **If your project will require maintenance in future years how will your organisation achieve/fund this?** | | |
| **e** | **Can your project demonstrate that your project/organisation needs have been identified through consultation?**  **Yes  No**  If yes, can you provide an explanation of what consultation has taken place? | | |
| **f** | **Which of the following Council plan priorities most aligns with your proposed project:**  Priority 1 – Spaces & Places  Priority 2 – Live, Work, learn  Priority 3 – Civic & Community Pride  **What UKSPF priority does it meet:**  Heritage  Arts  Sports  Culture  **Does your project meet with any of the following objectives?**  Ownership of local land and assets  Community led regeneration  Assist with Community Asset Transfer  Align with Community Wealth Building Principles  Link into your local place plan/community action plan priorities  **If linking into a place plan or a community action plan, please details which priority it will be achieving:** | | |
| **g** | **Estimated start date:** | |  |
| **h** | **Estimated completion date:** | |  |
| **i** | **Is your application submitted in partnership with other organisations?** Yes  No  **If yes, please detail.** | | |
| **j** | **If your project relates to a property or land, please confirm whether you own, or lease the property or land** own  lease  **If lease, an indication that the owner is supportive or aware that plans will be required. Please detail how you will provide evidence of support, ie long term lease**  **If lease, then a copy of the lease needs to be provided.** | | |
| **k** | **Please tick/populate as appropriate:**  **Are you aware of the appropriate consents required for this project?** Yes  No  **Do you have:**   * Statutory consents for your project in place * Planning, including listed building and conservation area consents * Building Warrants * Evidence of Pre application discussion  Please include your reference number \_\_\_\_\_\_\_\_\_\_\_\_\_\_   Not applicable  **Copies of any of the above need to be provided** | | |

**SECTION 4 – PROJECT COSTS**

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| --- | --- | --- | --- |
|  | | **£** | |
| **a** | **How much are you requesting from the Community Empowerment Fund**  **Are you applying for Revenue or Capital costs, or both?**  Revenue  Capital |  | |
| **b** | **Please provide a full break down of costs for your project.**  **If applying for both revenue and capital, then please details costs separately.**  **\*For costs over £1000, 3 quotes need to be provided – if relevant quotes are not provided when submitting application, it will not be considered.** | | |
| **c** | **Does your group require the full amount applied for your project? Yes  No**  If the fund is oversubscribed, would a part funded offer be considered?  Yes  No  **If yes, then would this impact the delivery of the project?**  **If you are successful, will this funding be used as match funding?**  Yes  No  If yes, have the other sources been confirmed? | |  |

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| --- | --- | --- |
| **d** | **OTHER FUNDING. Have you applied for, or received, grants from any other body for your project/activity?**  **If so, please give details of to whom and how much:** | |
| **Body:** |  |
| **Amount applied for:** |  |
| **Amount received:** |  |
| **OR** | |
| **When applied:** |  |
| **When decision expected:** |  |

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| **e** | **Please provide copies of the following documents:**  constitution/Memorandum & Articles  audited or independently verified accounts  Last 3 months bank statements |  |

**SECTION 5 – DECLARATION AND CONDITIONS**

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| I, on behalf of, (organisation name):   * Certify that to the best of my knowledge the information contained in this application is true and accurate and will adhere to the following terms and conditions; * Understand that making this application does not entitle the organisation to funding as a right; * Will not commence or commit any expenditure before receiving approval of the funding; * Confirm that the quotations are bona fide competitive quotes; * Will provide the External Funding officer with digital colour photos of the work, both before and after the work has been completed. I understand that these images will be kept on record and used for future publicity; * Understand that this funding award does not cover retrospective work; * Understand that to make any misleading statement in relation to this application could make the application invalid, or may mean the organisation has to repay the funding; * Understand that this application is subject to appropriate checks and meets appropriate conditions such as planning, procurement guidelines, and other statutory consents; and * I Have read the associated guidance before completing and submitting this application form. * Understands that if I do not provide satisfactory evidence of spend then the council may request I repay the grant * Failure to return or complete and return any evaluations requested then I may not receive any future funding from South Ayrshire Council. I may be asked to repay the funds if I cannot provide evidence that they were used for the purpose intended. |

Signature: Date: \_\_ \_\_ / \_\_ \_\_ / \_\_ \_\_ \_\_ \_

On behalf of: (Organisation name)

**Please submit your application, and all supporting information to:**

External funding Officer

[grants@south-ayrshire.gov.uk](mailto:grants@south-ayrshire.gov.uk)