



## **S4B High 5 Funding Application and Process**

Organisations and community groups are invited to submit a funding application if they want to deliver a local project that assists with one of the following S4B's key priorities:-

- To support employment, skills and training
- To promote healthy lifestyles and wellbeing
- To benefit community ideas and activities that bring people together and improve the neighborhood

Applications will be considered by a panel and decisions made will be based on to the aims and objectives of the project and its proposed impact.

**Applicants should note that funding is limited and therefore not all applications will be successful.**

In addition to addressing the above priorities applicants must meet the following criteria:-

- The maximum grant available is £500
- Organisations/community groups should have their own account or have permission from another group to receive the funding for you as a referee
- Your group/organisations annual income last year was less than £50,000
- The project must benefit Brunswick community
- Organisation and community groups must provide copies of the relevant supporting information and policies where appropriate, for e.g. Health & Safety Policy, Disclosure and Barring Service (DBS) where appropriate.
- S4B must be recognised as a funder in all literature relating to the project
- Information must be submitted to S4B about the impact the project has had along with copies of all receipts and expenditure relating to the project.
- Only one successful application can be submitted per year.



**Please note core-running costs, religious or political campaigns will not be funded.**

### **Decision Process**

The applications will be reviewed by a panel which will consist of community representatives, Manchester City Council and S4B staff.

Please note the panel may need to ask for additional information or clarification about what is submitted in your application as part of the decision making process.

You will be notified by email within 7 working days of the outcome of your application following the judging panel meeting. If you are successful you must complete a Terms & Conditions form.

Applications will be considered throughout the year subject to available funding.

**The decision of the panel is final, there is no appeals process.**

If you require any further information or assistance in completing this form please contact Sharon Thomas, Community Development Officer on 300 555 0128 or call into the S4B Housing Office, 15 Brunswick St, M13 9SU



**Project Title**

**Please tick which priority you are applying under:**

Employment, Skills and Training

Healthy lifestyles and wellbeing

Bringing people together and improving the neighborhood

### **Applicant Details**

**Name of organisation/  
Community Group**

**Address**

**Postcode**

**Telephone**

**Email**

**Name of contact person**

**Position**

**Does the organisation/community group have a**

**Constitution**  Yes

No



**Bank Account**  Yes  No

**Equal Opportunity Policy**  Yes  No  
(If yes please attach to copy application)

**Health and Safety Policy**  Yes  No  
(If yes please attach copy to application)

If your project involves working directly with young people or vulnerable people are the relevant people DBS checked? Can you provide evidence upon request?

Yes  No

**About Your Project**

1. Describe your project (Minimum 150 words, please attach any additional sheets if required)



2. What does your project aim to achieve?

3. How many people will benefit, and what impact will it have?

4. Please provide a breakdown of all costs of your project and attach quote(s)

<b>Expenditure: Item/Activity</b>	<b>Cost Funded by Onward Fund</b>	<b>Cost Funded Externally</b>
1.		
2.		
3.		
4.		
5.		
6.		



## DECLARATION

The declaration below must be completed by an authorised signatory for your organisation/community group.

On behalf of the organisation/community group, I confirm that:-

- a) that it operates on a non-profit basis and provides a service used by/or which is for the benefit of Brunswick residents and
- b) the information given in this application form is true and correct.
- c) if it's required I have the permission of the account holder to use their bank account for the purposes of the project (must be non-profit or community group)

I undertake to inform S4B of any changes in the project or circumstances of the organisation/community group.

**Signature**

**Date**

**Please email your completed application to:**

**info@s4bmanchester.co.uk**