**If you need advice or support to complete your application form, please contact your Community Builder: Tel: 01706 751190**

**For any other queries, contact Hayley Tomlinson at Action Together on Email:** [**hayley.tomlinson@actiontogether.org.uk**](mailto:hayley.tomlinson@actiontogether.org.uk) **Tel: 0161 339 2345**

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| **Are you currently a member of**  **Action Together?** | **Yes / No** |
| **If you are not a member, please submit your completed membership form with your grant application form. If you do not do this your bid cannot be considered.** [**https://www.actiontogether.org.uk/node/2982**](https://www.actiontogether.org.uk/node/2982) | |

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| **Section 1 - Name of project** | |
| **Name of project that you are applying for funding** |  |

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| **Section 2 - Applicant details** | | |
| **a) Name of group/organisation** |  | |
| **b) What does your group/organisation do? (100 word maximum)** |  | |
| **Include below contact details of the group/organisation for correspondence purposes** | | |
| **e) Name of Project Lead** | |  |
| **f) Telephone** | |  |
| **g) Address and postcode** | |  |
| **h) Email address** | |  |
| **i) Have you applied for or received Connecting You Seed Funding before?** | | No  Yes |

*This funding is for grassroots organisations, particularly emerging local groups as well as charities and other not-for-profit organisations whose focus is on local work (annual income under approx. £100,000).*

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| **Section 3 - Ideas for the project** | | | | | | | | | | |
| **Which of these priorities relates to your plan? (please tick)** | | | | | | | | | | |
| **Arts and culture** |  | **Walking and physical activity** | |  | **Growing and cooking** |  | **Connect 5 / mental wellbeing** |  | **Self-care / health conditions** |  |
| ***Please provide a few sentences:*** | | | | | | | | | | |
| **Why is the funding being requested? What’s your plan?** | | |  | | | | | | | |
| **Who will it benefit and how?** | | |  | | | | | | | |
| **Proposed start and finish dates (if applicable)** | | |  | | | | | | | |

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| **Section 4 - Project finances** | | | |
| **a) Cost of project (total)** |  | | |
| **b) Amount of Connecting You Seed Funding requested** |  | | |
| **c) Breakdown of proposed expenditure relating to the amount of Connecting You Seed Funding required (enclose quotations, cost estimates or extracts from catalogues. At least two quotations will be required for any items to be funded that will cost £1,000 or more to demonstrate value for money)** | | | |
| **Expenditure item:**  *e.g. Camera* | | **Source:**  *e.g. Local charity shop* | **Cost:**  *e.g. £150* |
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| **Total** | | |  |

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| **Please provide us with your bank details if constituted** | |
| **Account number:** |  |
| **Account name:** |  |
| **Sort code:** |  |

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| **Section 5 - Declaration** | | | |
| *We, the undersigned agree to:*   * **No expenditure being incurred on this project prior to the grant decision being given.** * **Certify that the information contained in this application is correct.** * **Use funds, if granted, only as specified in this application, unless receiving authorisation from Action Together to make changes.** * **Send a budget breakdown for all payments made with this grant along with a completed project evaluation to Action Together.** * **Agree to participate in monitoring, auditing and evaluation related to this fund.** * **Agree to Action Together and Rochdale Council’s use of the organisation’s name and photographs for promotional purposes.** * **Inform Action Together immediately if either signatory leaves the organisation or can no longer fulfil their responsibilities, or someone else takes over responsibility for the grant on behalf of the organisation.** * **Demonstrate that we have a robust safeguarding policy in place if our project is likely to include children or vulnerable adults in order to protect those groups, according to legislations.** * **All successful applicants will be required to supply a copy of a bank statement in the organisations name, this could also include a letter head or paying in slip. This is required prior to any funding being released.** | | | |
| **Contact person** | | **Second contact person** | |
| **Name:** |  | **Name:** |  |
| **Position in group:** |  | **Position in group:** |  |
| **Signature:** |  | **Signature:** |  |
| **Date:** |  | **Date:** |  |

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| If your project is likely to include children or vulnerable adults, you're expected to have robust safeguarding policies in order to protect those groups, according to legislations and you'll need to demonstrate that you have a safeguarding policy in place. |

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| Please either email your completed application form to:  [grants@actiontogether.org.uk](mailto:grants@actiontogether.org.uk)  Or post to:  Action Together, 104-106 Drake Street, Rochdale, OL16 1PQ.  **Please note: We will return incomplete application forms.**  **Thank you.** |

*For official use by Community Builders*

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| **Statement of support from Community Builders** | | | | **Evidence of the journey & relationship** | | |
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| **Name:** |  | **Signature:** |  | | **Date:** |  |
| **Feedback**  **For official use by RBC** | | | | | | |
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| **Name:** |  | **Signature:** |  | | **Date:** |  |