

THE BEAUTIFUL SOUTH FUND



CARING FOR NEIGHBOURS AND COMMUNITIES

APPLICATION FORM



**CUSTOMER
VOICE!!!**

The Beautiful South Fund Application Form

The theme of this fund is neighbourliness. It is very important that your ideas are based around this and that your idea will add something to your community.

Your project should aim to improve/increase one or more of the following:

- Physical and mental well-being
- Friendly or social contact
- Opportunities for getting involved in your community

Your Project must:

- Cost no more than **£2500** (if you have an idea which will cost more please contact us)
- Be of benefit to Southway communities

Decisions regarding the Beautiful South Fund will be made by the tenant-led Beautiful South Decision Making Panel.

Project Name:

Give your project a catchy name!

Your details:

(Name, Address, Email and Phone No.)

What do you want to do?

Project/ Activity/ Event

Let us know what your project is planning to do. Things to think about:

- What specific activities and events will your project involve?
- What will people do?
- Will there be food or refreshments?
- Where will it take place?
- How long will it last?
- What will the outcome(s) be?

Timetable

Let us know about the timescales for your project. Things to think about:

- Is it a one off activity or event or a series of activities/events?
- When will the activity or event take place?
- How long will it last?
- What time does it start and finish?
- Is the project ready to go or is it completely dependent on this funding?
- Will the project continue after the funding has been spent?
- How will the project be looked after long term?

Costs and Sustainability

Please provide a list of all the items you need to fund and an estimate of how much they cost. Things to think about: Room hire? Equipment? Materials? Admin Time? Training? Advertising?

Projects supported by this fund will cost no more than £2500. We need to see a breakdown of costs and copies of any quotes you have received. Receipts must be kept and any money not spent must be paid back.

Things to think about

- Can you charge for the activity or event?
- Are you applying for any other funding?
- Could the project generate income or fundraise in another way?

If you need support to complete this form please let us know: 0161 448 4200.

Please outline your Project/ Activity/ Event below...

Please outline your Timetable below...

Does your project have a specific start date or have any restrictions on dates?
 Yes ☐ No ☐ If Yes, please expand

Item	Cost per item/ per hour/ etc	Total
		£
		£
		£
		£
		£
		£
		£
		£
		£
Total Project Cost (inc.VAT)		

Panel

This column space is for Panel members to record their decisions and make notes.

Does the project have a realistic timetable?

Yes ☐

Reject ☐

Does the project have a realistic cost plan?

Yes ☐

Reject ☐

Please outline how your project will continue in the future after the initial set up phase...

Does the project have a plan for the future after the funding is used?

Yes ☐
Reject ☐

Who will be involved?

Who?

It is important to understand who your project is aiming to include. Please tell us who will benefit and how.

Where in the neighbourhood?

Location

Please locate where in the Southway area the project will be based. Identify any key venues/ locations/areas in which your project will be taking place.

Please list street names and the names of any green spaces, residences or businesses that you intend to include in the project.

Declarations

- The information contained in this form is correct and true to the best of my knowledge.
- Payment of any monies in connection with the project is at the discretion of the Panel. The monies should be used only in connection with the project, as approved by the Panel.
- Receipts of spending must be provided to Southway and any unused funds promptly returned at the end of the Project.
- Neither I nor my family will directly benefit financially from this project.
- No commercial benefit will be derived from this funding.
- The Panel and/or Southway may (acting reasonably) request I provide additional documentation on the project from time to time and I agree to comply promptly with each request.
- I understand that I am required to provide feedback and evaluation to Southway when the project is complete.

I AGREE TO THE STATEMENT ABOVE

Signature:

Name (please print): **Date:**

Contact Information:.....

Please provide your phone number/ email address/ postal address. Your details will be kept confidential.

Bank Account Name:

VAT number :
If applicable

Account Number:

Sort Code:

Please use this space to let us know anything else about your project, or if you have any suggestions for how to improve this process (we welcome these...!)

Anything else you would like to tell us...

Panel

Have the signatures been completed and have bank account details been provided?

Yes ☐
Reject ☐

Next Steps...

What now?

Thank you for completing this form. Your application will be discussed by the Beautiful South Decision Making Panel.

We will let you know within 8 weeks of your application whether it has been successful or not. We may need to ask for further information and we will do this as soon as possible. You may be asked to come in and see the Panel.

If you have any queries please contact Helen Sharples or Maureen Ward. 0161 448 4200.

Helen Sharples: h.sharples@southwayhousing.co.uk

Maureen Ward: m.ward@southwayhousing.co.uk

Panel Comments