**Refugee & Asylum Seeker Communities of Identity**

**Small Grants Fund**

**Application Form**

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| --- | --- |
| **Name of Applicant** *(Group or Organisation)* |  |

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| --- | --- |
| **Contact Address** *(For Correspondence)* |  |

|  |  |
| --- | --- |
| **Name of Main Contact** |  |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Contact Phone No** | **Home** |  | **Mobile** |  |

|  |  |
| --- | --- |
| **E mail address** |  |

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| --- | --- |
| **Description and aims** **of your organisation** *What do you do?**What services do you* *deliver?**Which communities* *do you support?* |  |

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| **What would you like funding for?***Give as much detail as possible - Include number of sessions/times****Show how this is a change from how you previously worked*** |  |

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| **Who will benefit?**How many people?*(If you don’t know, please estimate)* |  |  How many refugees or asylum seekers will benefit from this funding? |  |

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| **Needs identified** *How do you know* *people need your**project/activity?* |  |

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| **Difference made***What difference will* *your project/activity* *make to your* *community? Please include how it will help your future development* |  |

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| **Amount requested**  |  |

|  |  |
| --- | --- |
| **Please give details if you have applied for funding elsewhere towards this project** |  |

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| --- | --- | --- |
| **Budget Summary** *List what items you are requesting funding for.* *Single items over £250 require 2 quotes* | **Item** | **Amount** |

**Have you received funding from the Refugees & Asylum Seekers Communities of Identity Small Grants Fund before?** Yes/No

Date and amount:…… …………….

|  |  |  |  |
| --- | --- | --- | --- |
| **Details of person completing form Name** |  | **Signature** |  |

|  |  |
| --- | --- |
| **Position in group** |  |

|  |  |
| --- | --- |
| **Contact details of** **another person in** **your organisation** |  |

**Are staff or volunteers working with children or vulnerable adults DBS checked?...** …

**Do you have Public Liability Insurance?** … …………….

**Date of application**………..

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| **IMPORTANT NOTE:**Please include the following documents with your application: * **Constitution**
* **Equality & Diversity policy**
* **Most recent annual accounts/statement of income/expenditure**
* **Safeguarding Policy**
 | If you do not have these documents, please contact:Josh Aspden – COI Partnership Development Coordinator, Tel: 07375068512 , E-mail: coi.josh@nottsrefugeeforum.org.uk  |



**BANK DETAILS**

|  |  |
| --- | --- |
| **Name of Group***(Please complete)* |  |

Grants are paid by BACS Transfer directly into your organisation’s bank account. Please ensure the details you give below are correct or payment of your grant may be affected.

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| Name of Bank |  |
|  |  |
| Bank Address  |  |
|  |  |
|  |  |
| Post Code |  |
|  |  |
| Bank Sort Code |  |
|  |  |
| Account **NAME** to be credited |  |
|  |  |
| Account **NUMBER** to be credited |  |
|  |  |

Please return this form to: Debbie.royle@nottsrefugeeforum.org.uk