**Grant Application Form**

All applications to Neilston Windfarm Legacy (NWL) for funding should be made on this form. It is essential to read the Guidance Notes first. Please write your answers in the space given. Then submit your form either by email to info@neilstonlegacy.org, or post it to The Secretary, NWL SCIO, The Old Bank, 84 Main Street, Neilston, G78 1EA.

**Please state the name of your project** (or a short one sentence description)

|  |
| --- |
| [Type here] |

**About your organisation**

**1. Name, address and post code of your organisation.**

|  |
| --- |
| [Type here] |
| Website address if applicable:  | [Type here] |

**2. Constitution**

|  |  |
| --- | --- |
| What year was your organisation founded? | [Type here] |
| Is your organisation: Constituted [ ] Unconstituted [ ] (select one) |
| Charity or company registration number if applicable: | [Type here] |

**3. Key Contact Person for this Application**

|  |  |
| --- | --- |
| Name:  | [Type here] |
| Position in the organisation: | [Type here] |
| Telephone number(s): | [Type here] |
| Email address: | [Type here] |
| Contact address (if different from Q1 above): | [Type here] |

**About your project.**

**4. Please use this space to provide a short description of your project.**

Describe what you want to do, and why you think there is a need for it. Tell us who will be involved in delivering the project, who will benefit, and where it will take place.

|  |
| --- |
| [Type here] |

**About your costings.**

**5. What is the cost of the project?** Please list all the capital and running costs, inclusive of VAT if this would normally be appropriate

|  |  |  |
| --- | --- | --- |
| **Item** | **Source of estimate**  | **Cost/£** |
| [Type here] | [Type here] | [Type here] |
| [Type here] | [Type here] | [Type here] |
| [Type here] | [Type here] | [Type here] |
| [Type here] | [Type here] | [Type here] |
| [Type here] | [Type here] | [Type here] |
| **Total** | **£** [Type here] |

**6. How much do you want from the Neilston Windfarm Legacy?**

|  |
| --- |
| **£** [Type here] |

If you are not applying for 100% of costs, please tell us where the rest will come from, and whether or not the other funds are already confirmed.

|  |  |  |
| --- | --- | --- |
| **Source of funding**  | **Confirmed?** **(Y or N)**  | **Amount/£** |
| **1.** [Type here] | [Type here] | [Type here] |
| **2.** [Type here] | [Type here] | [Type here] |
| **3.** [Type here] | [Type here] | [Type here] |

If your own organisation is not one of the funders listed above, please give the reasons why you cannot contribute to the project:

|  |
| --- |
| [Type here] |

**7. Will your project generate any income?** (select one)

|  |  |
| --- | --- |
| Yes |[ ]  No |[ ]

If yes, please give details:

|  |
| --- |
| [Type here] |

|  |  |
| --- | --- |
| Yes |[ ]  No |[ ]

**8. Is the applicant organisation registered for VAT?** (select one)

**Managing your project.**

**9. How will your project be managed?** Please include information about the number of staff, consultants, contractors and volunteers who would be involved.

|  |
| --- |
| [Type here] |

**10. How does your project connect to other people or projects in Neilston?** If your project is intended to benefit the wider community please tell us how the community has been or will be consulted.

|  |
| --- |
| [Type here] |

**11. How will you know if your project has been a success?** Please state the main outcomes you expect and tell us how you will know if these have been achieved.

|  |
| --- |
| [Type here] |

**12. If required, do you have, or are you intending to apply for, planning permission?** (*select all* ***relevant*** *boxes)*

|  |  |
| --- | --- |
| Have applied, and: |  |
| outcome awaited |[ ]
| or, been granted |[ ]
| or, been rejected |[ ]

|  |
| --- |
| Will be applying  |[ ]
| Planning approval not required  |[ ]

**13. What insurance cover will you have?**

|  |
| --- |
| [Type here] |

**14. Please tell us anything else you think would be helpful for NWL to know about in assessing your project.** (e.g., planned start date)

|  |
| --- |
| [Type here] |

**15. Declaration for management of funds awarded by NWL.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| * Our organisation has its own bank account.
 |

|  |
| --- |
| Yes |[ ]

 |

|  |
| --- |
| No |[ ]

 |
| If no, [Type here] |
| * Our organisation is happy for funds awarded to it by NWL to be paid in the first instance to Neilston Development Trust, who will release these funds to us as required for this project.
 |

|  |
| --- |
| Yes |[ ]

 |

|  |
| --- |
| No |[ ]

 |
| If no, [Type here] |
| * Our organisation has already identified another organisation qualified, able and willing to act as our banking intermediary.
 |

|  |
| --- |
| Yes\* |[ ]

 |

|  |
| --- |
| No |[ ]

 |
| \*The name of our chosen organisation is: [Type here] |

**16. Essential Supporting Documents**

Please tick all those you are submitting with your application. (Please do not send any other documents to NWL at this stage.)

[ ]  A Letter of Support from NDT.

This only applies if you are an unconstituted organisation and/or your organisation does **not** have a bank account.

[ ]  A copy of your Constitution.

[ ]  Your most recent set of Annual Accounts (or finance statement).

[ ]  Your last Annual Report.

[ ] A copy of your equal opportunities policy.

[ ]  A business plan, if you have one.

**Statement**

I confirm that I have been given authority by my organisation to submit this application, and that the information provided is as accurate and complete as possible.

|  |  |
| --- | --- |
| Name:  | [Type here] |
| Signature: | [Type here] |
| Position in Organisation: | [Type here] |
| Date: | [Type here] |

**Thank you for your application.**

If it becomes apparent that you have supplied misleading or inaccurate information, NWL SCIO reserves the right to refuse or cancel a grant.