



# AWARDS FOR ALL

England

BIG  
LOTTERY  
FUND



Application form

## Use this form to apply to Awards for All England.

Before you start filling in this form make sure you have read the guide for applicants carefully.

There are also help notes next to each question that explain how to answer it.

Many of the questions in the form start with a 'yes' or 'no' option. If you tick 'no' you can go straight to the next question.

For some questions we have a maximum number of words, to give you an idea of the amount of detail we need. You may well be able to answer these questions in fewer words than the maximum.

We update our programmes from time to time, so if you have had this form for more than three months, contact us or visit our website to check that you have the most up-to-date version. We published this version in April 2009.

If you have any questions or communication needs (such as Braille or large print, screen reader, audiotape, sign language or a community language) please:

- visit our website: [www.awardsforall.org.uk/england](http://www.awardsforall.org.uk/england)
- call our advice line: 0845 4 10 20 30
- send us an email: [general.enquiries@awardsforall.org.uk](mailto:general.enquiries@awardsforall.org.uk)
- contact us using a textphone if you have a hearing impairment: 0845 6 02 16 59.

There are different Awards for All application forms for Northern Ireland, Scotland and Wales. These are available from our website or advice line.

## Sending us your application

We prefer to receive applications by email but we will also accept them by post.

When your application form is complete, email it to:

[englandapplications@awardsforall.org.uk](mailto:englandapplications@awardsforall.org.uk)

Please put the name of your organisation in the subject field of your email. You will receive an automatic email from us confirming that we have received your application.

Or send your application to:

Awards for All England applications  
Big Lottery Fund  
2 St. James Gate  
Newcastle Upon Tyne  
NE1 4BE

Please do not send any other documents or a covering note. If we need more information we will ask you for it during our assessment.

## About this form

If you have downloaded this form from our website or received it by email you can type directly into it and save your answers.

You should save the form to your own computer first and you must have version 7, or above, of Adobe Reader installed.

We have produced an Adobe Reader help note, which you can get from our advice line.

You must not change any of the questions or alter any part of the form. If you do, we will not accept your application.

If you are using a paper form please write clearly in black ink or type.

## Checking your application is complete

Before you send your application to us, please check that you have answered all the relevant questions.

Voluntary or community organisations must answer every question except 2.2 and 2.3.

Schools must answer every question except 2.1, 2.3 and 10.

Parish or town councils must answer every question except 2.1, 2.2, 2.3 and 10.

Health bodies must answer every question except 2.1, 2.2 and 10.

## Part one - About your organisation

### 1. What is your organisation's name and address?

Organisation name

Friends of Seven Acres

Organisation address

c/o The Environmental Resource Centre, 499 - 511 Bury Road, Bolton,  
Lancashire

Postcode BL2 6DH

### 2. What type of organisation are you?

Voluntary or community organisation

☒

go to question 2.1

School

☐

go to question 2.2

Health body

☐

go to question 2.3

Parish or town council

☐

go to question 3

#### 2.1 Voluntary and community organisations only

a) Are you a registered charity?

No

☒

Yes

☐

If yes, what is your registration number?

b) Are you a company limited by guarantee?

No

☒

Yes

☐

If yes, what is your company number?

c) When did your organisation start? Month

June

Year

2003

d) How many people are on your organisation's governing body or management committee?

4

e) Are you a branch of a larger organisation?

No

☒

Yes

☐

If yes, what is the name of the larger organisation?

f) Are there any restrictions on who can join your organisation?

No

☒

Yes

☐

If yes, what are they and why do you have them? (maximum 50 words)

#### 2.2 Schools only

What type of school are you?

Do you have a DCSF reference number?

No

☐

Yes

☐

If yes, what is your reference number

Help notes

RECEIVED

26 MAY 2009

Give the full name as it appears on your governing documents.

Tell us your organisation's main or registered address, including postcode.

Please tick one box only then go to the relevant next question.

We explain what we mean by voluntary and community organisations on page 6 of our guide for applicants.

Answer parts a) to f) of this question if you ticked voluntary or community organisation, then go to question 3.

By 'registered charity' we mean registered with the Charity Commission.

Tell us if your organisation is incorporated as a company limited by guarantee.

Give both the month and year.

Give the total number of people currently on your governing body or management committee.

If you are a branch of another organisation that has management and financial control over you they may have some legal responsibility if we give you a grant.

If your organisation has a membership we expect this to be open to all and that anyone can join, unless you can provide a good reason why not. We will usually consider proposing and seconding to be unacceptable and we expect there to be the right of appeal for anyone refused membership.

Answer this question if you ticked school, then go to question 3.

Tell us the type of school you are, for example, Community, Foundation or Voluntary.

DCSF stands for Department for Children, Schools and Families.



## 2.3 Health bodies only

What type of health body are you?

### 3. Does your organisation have a website?

No ☐

Yes ☒

If yes, what is your website address?

www.7acres.org.uk

### 4. Does your bank or building society account meet our requirements?

No ☐

Yes ☒

If yes, please give details of the bank or building society account into which we would pay the grant:

Name of the bank or building society you hold an account with

Your account name (the organisation name on your statements)

Account number  Sort code

Building society roll number (if appropriate)

### 5. Provide a summary from your most recent accounts

Account year ending: Day/Month/Year	06	08	2008
Total income for the year (A)	£		15,259.88
Total expenditure for the year (B)	£		15,112.50
Surplus or deficit at the year end (A-B)	£		147.38
Total savings or reserves at the year end	£		147.38

Are the above figures:

Information from the latest accounts approved by your organisation ☒

or ☐

A projection because your organisation has been running less than 15 months. ☐

### 6. Is your organisation registered for VAT?

No ☒

Yes ☐

If yes, what is your VAT number?

Answer this question if you ticked health body, then go to question 3.

Tell us what type of health organisation you are, for example, NHS Trust or Primary Care Trust.

If you have a website, tell us the address of your home page.

We explain our requirements on page 17 of our guide for applicants. To receive a grant you must be able to tick 'yes' and provide the information we ask for if we offer a grant. If you tick 'no' we will reject your application.

Your account must be in the name of the organisation that is applying for a grant and will carry out the project. We require at least two people to sign each cheque or make a withdrawal. If any signatories are related or live at the same address we will need written confirmation from your bank or building society that these people cannot authorise the same payments.

If you are a school, a local authority bank account is also acceptable.

Your financial year can be for any 12 consecutive months.

This should include all the income your organisation has received and all items of expenditure for your last financial year. For schools it should include your whole school budget.

If your organisation has been running for less than 15 months, you may not be able to give us this information. Instead we will accept a 12-month financial projection for the year when you will spend the grant. Please include the amount you are requesting from Awards for All in your projection.

If you are registered for VAT you can apply for the cost of non-recoverable VAT only.

## 7. Has your organisation applied for a Lottery grant before?

No ☐

Yes ☒

If yes, give the name of each Lottery distributor you have applied to and the reference number of your most recent application to them.

Name of Lottery distributor	Reference number
Awards for All	Don't know

## 8. Who is the main contact for this application?

Title  Forenames (in full)

Surname

Position in organisation

Date of birth

Address

Phone number: Day

Phone number: Evening

Email address

Which address should we use for correspondence?

The above email address ☒

The main organisation address in question 1. ☐

The address in this question. ☐

Do you have any communication needs? No ☐ Yes ☐

If yes, what are your communication needs? (maximum 20 words)

This relates to any Lottery distributor, not just Big Lottery Fund or Awards for All.

Give the reference number of your most recent application to each distributor, even if it was not successful.

We need this information even if your last application was some time ago.

If you do not know the reference number put 'don't know' in the box.

This must be the person who submits the application. They should be someone from your organisation who can talk about your project and we can contact during office hours.

The date of birth and address helps us prevent and detect fraud.

For voluntary and community organisations you must give your home address. For schools, health bodies and town or parish councils give your business address (or put 'same as question 1' if appropriate).

At least one of the phone numbers must be a landline number.

Tick one box only. We prefer to use email for correspondence but if you would like us to send letters instead, tell us the address to use.

These might be textphone, sign language, large print, screen reader, audiotape, Braille or a community language.

### 9. Who is the senior contact for this application?

Title  Forenames (in full)

Surname

Position in organisation

Date of birth

Address

Phone number: Day

Phone number: Evening

Email address

If we need to write to them, which address should we use?

The email address in this question. ☐

The address in this question. ☒

Does your senior contact have any communication needs?

No ☐

Yes ☐

If yes, what are they? (maximum 20 words)

### 10. Who is your independent referee?

Title  Forenames (in full)

Surname

Employer

Occupation

Job title

Membership of a professional body

Membership number

Date of birth

For voluntary and community organisations this must be your chair, secretary, treasurer or other senior member of your management committee. For schools it should be your head teacher. For parish or town councils it should be the clerk to your council. For health bodies it should be your chief executive or director.

The senior contact must not be the same as the main contact in question 8.

For voluntary and community organisations you must give their home address. For schools, health bodies and town or parish councils give their business address.

At least one of the phone numbers must be a landline number.

Tick one box only. We may not need to write to your senior contact but in case we do, tell us if they would prefer email or letters.

These might be textphone, sign language, large print, screen reader, audiotape, Braille or a community language.

If you are a school, health body or town or parish council leave this question blank and go straight to question 11. All other organisations must provide us with details of an independent referee.

There is more detailed information about referees on page 18 of the guide for applicants. Read this carefully to check that your referee is suitable, particularly if your project involves work with children, young people, or vulnerable adults.

The date of birth and address helps us prevent and detect fraud.

Business address

Phone number: Day

Phone number: Evening

Email address

How long has your referee known your organisation?

Years

Months

Why have you chosen this person to be your referee? (maximum 100 words)

Does your referee have any communication needs?

No

Yes

If yes, what are they? (maximum 20 words)

We may contact your referee if we offer you a grant, so you must discuss your application with them and check that they are available between four and eight weeks after you send your application to us.

We may also ask your referee to complete a short report when your project has finished.

Tell us why the person you have chosen is suitable, particularly if they are not included in the list of examples we have given in our guide for applicants.

If your project involves working with children, young people under the age of 18 or with vulnerable adults, you must tell us if your referee has Criminal Records Bureau clearance and up-to-date child protection training. If they do not have this please explain why you think they are appropriate.

These might be textphone, sign language, large print, screen reader, audiotape, Braille or a community language.



## Part two - About your project

### 11. What is the name of your project? (maximum 10 words)

Go Wild at Seven Acres

### 12. What project or activities do you want us to fund? (maximum 300 words)

To encourage use of Seven Acres LNR by the local community. To do this we want to host 8 wildlife playscheme sessions for local children. All the sessions will inspire young people about local wildlife. We will contract staff from Lancashire Wildlife Trust to lead the events with volunteers from the Friends of Seven Acres (Fo7A) assisting. We will also encourage family / adult use of the site through a programme of 7 monthly events including local heritage talks and bat walks. To publicise the events a leaflet will be produced and our website will be utilised. In addition, we want to raise awareness of Seven Acres to community groups based in other parts of the town who may struggle to visit due to transport, lack of knowledge, confidence, etc. To do this we will arrange 4 group visits, providing transport, guided walks & refreshments.

Give us a short title that we could use for publicity purposes. Try to make it unique to your project.

Describe your project. By 'project' we mean the event or activities you plan to carry out using our grant.

Be specific about what you will do, how you will do it and what you would spend the grant on.

There is more detailed information about what we will and will not fund on page 8 of the guide for applicants. Read this carefully to check that we can fund what you want to do.

### 13. When will your project take place?

Start date (month and year)   End date (month and year)

Is your start date:

Fixed

☐

Flexible

☒

Your start date should be at least three months after you send us your application.

Your end date must not be more than 15 months after you send us your application.

If your start date is flexible put the earliest date when your project could begin.



#### 14. Where will your project take place?

Local authority area	Bolton
Full postcode	BL2 6DH

Tell us the local authority area and postcode where your project or activities will happen.

If your project covers a number of places, give the local authority area and postcode where the most people will benefit.

If there is no postcode for where your project will happen, use one from a nearby street.

#### 15. How much will your project cost?

a) How much will each item or activity cost and how much do you want from Awards for All?

Item or activity	A Total Cost	B Amount Requested from Awards for All
Equipment for wildlife play schemes	£ 1058.10	£ 1058.10
Room hire for events	£ 480	£ 480
Publicity costs	£ 261.40	£ 261.40
Lancashire Wildlife Trust staff	£ 2970	£ 2970
Transport costs	£ 340	£ 340
Refreshments	£ 40	£ 40
Insurance	£ 190.63	£ 190.63
Book-keeping	£ 50	£ 50
	£	£
	£	£
Totals	£ 5390.10	£ 5390.10

List all the individual items or activities that make up your project. Include everything you will need for the project, even if you are not asking us to fund it.

Give the total cost of each item or activity in column A and put how much you want from us in column B.

If you want us to fund all your project costs then the figures in column A and column B will be the same.

Make sure the costs are accurate and based on quotations where possible.

You must not include any VAT that you can claim back from HM Revenue and Customs.

The total requested from Awards for All must be between £300 and £10,000.

Please check that you have added up the totals correctly.

b) If the total in column A is higher than the total in column B, where is the rest of the funding coming from? (maximum 100 words)

c) How have you worked out your costs? (maximum 100 words)

- Equipment for the play schemes is based on prices from Alana Ecology. - Room hire and staff costs are based on a quote from Lancashire Wildlife Trust. - Publicity costs are based on a quote from The Printroom, Bolton. - Transport costs are based on a quote from X. - Insurance costs are based on a quote from BTCV. - Refreshment costs are based on pricing up tea, coffee, cordial, milk and biscuits from the local co-op.

If you need to raise funds from other sources you must be able to show that you will be able to do this and it will not affect your project or cause a delay.

Let us know if you have already raised some funds or plan to use reserves or savings. If you have applied to other funders but have yet to hear from them tell us who they are and when you expect a decision.

If you want us to fund all your project costs and are not contributing any funding from other sources put 'not applicable'.

Tell us if you have used quotations, estimates, prices from suppliers or experience from other projects.

If you have made any assumptions when working out the costs, tell us what these are.

#### 16. Does your project involve building or landscaping work?

No ☒

Yes ☐

If yes, you must answer both a) and b) below

a) Does your organisation:

own the freehold of the land or building

☐

or

hold a lease of at least five years that cannot be ended by the landlord?

☐

b) Is planning permission needed for your project?

Planning permission is not required

☐

or

Planning permission is required and has been granted

☐

If your project involves building work or landscaping you need to own the freehold of the land or building, or hold a lease that cannot be brought to an end by the landlord for at least five years.

We may need you to send further information about land ownership if we offer you a grant.

If you need planning permission, you must have it before you apply.

We may need you to send confirmation that planning permission is not required, or that it is required and has been granted.

**17. Does your project involve work with children, young people under the age of 18 or vulnerable adults?**

No ☐

Yes ☒

It is your responsibility to have appropriate safeguarding policies and procedures in place, which we may ask to inspect at any time.

If yes, as a minimum we expect you to:

- have safeguarding policies in place that are appropriate to your organisation's work and the project you are asking us to fund
- review your safeguarding policies at least every year
- complete a rigorous recruitment and selection process for staff and volunteers who work with children, young people or vulnerable adults, including checking criminal records and taking up references
- renew criminal records checks at least every three years
- follow statutory or best practice guidance on appropriate ratios of staff or volunteers to children, young people or vulnerable adults
- provide child protection and health and safety training or guidance for staff and volunteers
- carry out a risk assessment, if appropriate
- secure extra insurance cover, if appropriate.

Does your organisation meet these requirements?

No ☐

Yes ☒

If your organisation is registered with or inspected by bodies that enforce safeguarding arrangements (such as OFSTED or the Care Quality Commission) please give details below, including any reference numbers.

We may seek further information from any bodies you are registered with, or inspected by.

**18. Do you have any of the following?**

a) Public liability insurance

No ☒

Yes ☐

b) Leaders qualifications

No ☒

Yes ☐

c) Affiliation to a governing body

No ☒

Yes ☐

d) Other insurance

No ☐

Yes ☒

Please answer a) to d)

Depending on the type of project, you may need public liability insurance or qualified leaders

Your organisation must be affiliated to a governing body if your project involves a dangerous sport or activity.

If you answered yes to any of the above, please give more details (maximum 100 words)

We are covered by the public liability insurance of the Lancashire Wildlife Trust when using their staff but would need our own insurance for activities which are led solely by members of the Friends of Seven Acres group.



## Part three – The difference your project will make

### 19. What is the need you have identified, how did you identify it and how will your project meet it? (maximum 400 words)

We undertook a community consultation exercise with Lancashire Wildlife Trust who promote community engagement on local nature reserves. The questionnaire results illustrated that many in the local community wanted events to be hosted on Seven Acres LNR (can be provided on request). In 2006 and 2007 we received funding to host play scheme sessions at the site for young people. These sessions were hugely popular with local families and there was disappointment last year when we were unable to secure funding to repeat the programme. This information clearly illustrates that there is a need from the local community for free, accessible sessions at Seven Acres. The 8 wildlife play scheme events are aimed at young people from the local communities of Brightmet and Tonge. Both communities feature prominently on the deprivation statistics for the borough and so many young people face barriers to getting involved with such schemes either because of costs, transport and confidence. We have good links with local schools through other events we have hosted and are confident that we will attract participants onto the play schemes. Most events on the project will utilise the Environmental Resource Centre which is a community resource based on the border of Seven Acres. The events will introduce more local people to the centre, particularly children who can benefit from its education resources. Although most events will target local people we will invite 4 community groups from other areas of the borough, particularly those with little access to green spaces, to come and visit Seven Acres and our group. We are in touch with other groups via the Cleaner Greener Forum, the East Bolton Network and we also work have links with groups through the Bolton Community Network.

#### Make sure you:

- tell us about the needs the people who will use your project have
- explain how you know that they have these needs and what you have learned from discussing your plans with them
- show how your project or activities will meet the need you have identified

Here are some ways you might show the need for your project:

- ▶ Organising a meeting that anyone interested in your project can come to.
- ▶ Carrying out a survey of people who use your service or those who might use it.
- ▶ Keeping a waiting list of people who want to get involved in your activities or use your service.
- ▶ Finding out if there is a lack of your type of facility, service or activities in the local area and whether people would use it if it was available.
- ▶ Researching any statistics about the people who would benefit from your project.
- ▶ Finding out if your project supports any local or national strategies.
- ▶ Evaluating previous projects or seeking feedback on a pilot project.

## 20. Which of our outcomes will your project meet?

Tick the outcomes your project will meet.

- ☒ **People have better chances in life** - with better access to training and development to improve their life skills.
- ☒ **Stronger communities** - with more active citizens working together to tackle their problems.
- ☒ **Improved rural and urban environments** - which communities are better able to access and enjoy.
- ☒ **Healthier and more active people and communities.**

Tell us how your project will meet each of the outcomes you have ticked (maximum 400 words in total).

People have better chances in life. The local community will benefit from increased engagement on the site as greater activity by a wide range of local people will help reduce misuse and promote its value amongst other members of the local community. New participants on the events will gain more pride in their local community through learning about its value which will help promote their involvement in the site and lead to greater support for our group. The events taking part in the project will offer the opportunity for adults and young people to learn new skills in the outdoor environment. For example, young people will learn about woodlands on the site and then decorate them using natural art to celebrate their individual characters. The events for families / adults will include sessions such as wildflower and bird ID walks which will increase the skills of local people. An indirect benefit of all the events hosted at the site will be the improved social skills for people and a community that is more active in its local environment. Stronger communities. The 8 wildlife play scheme sessions will be aimed at local young people and will be free of charge. One of the main aims of these sessions is to increase the amount of local young people who use the site for recreation. The 7 monthly events will be free and open to all. Its aims are to raise awareness of Seven Acres and its value for the local community. We also hope that the events will encourage local people to use the site with their families and get involved in its management through involvement with our group. The visits from other groups will allow us to make links with the wider community in Bolton and to raise the profile of a part of town which often gets negative press. Improved urban environments. As our focus is connecting people with their local environment, we hope that people will feel more engaged with their 'patch' and care for it. Healthier and more active people and communities. Members of the local community will have increased opportunities to take part in local, free activities which will indirectly benefit their health (walking / fresh air / mental stimulation). The activities we propose will involve some walking on the nature reserve and allow for social interaction.

Our outcomes are the changes that we want funding from Awards for All to achieve. Your project must meet at least one of them to be considered for a grant.

Here are some examples of ways your project might meet each outcome:

### People have better chances in life

- ▶ Giving people the chance to try out new activities.
- ▶ Providing more opportunities for people to volunteer.
- ▶ Allowing people to learn new skills.
- ▶ Helping people play a more active role in your community.

### Stronger communities

- ▶ Bringing different communities together to tackle common issues.
- ▶ Holding an event that encourages your community to work together.
- ▶ Bringing young and old members of your community together.
- ▶ Tackling or preventing criminal and anti-social behaviour.

### Improved rural and urban environments

- ▶ Improving access to the environment by developing derelict land, a woodland trail or a wildlife garden.
- ▶ Improving community spaces, such as playing fields, walkways or woodlands.
- ▶ Increasing recycling, or helping your community to be greener.

### Healthier and more active people and communities

- ▶ Encouraging people who do not usually take part in physical activity to become more active.
- ▶ Developing healthy eating by growing food on allotments or healthy cooking.
- ▶ Providing opportunities for children's play.
- ▶ Developing self-help and peer support groups.

**21. How will you make sure that as wide a range of people as possible can benefit?** (maximum 300 words)

We are hoping that our project will benefit around 300 people. The play schemes will attract about 160 young people over the course of the project. We have good links with schools and a database of previous attendees, so we can advertise the events through those channels, posters on site, notices on our website, and also utilise the local press. The family events will hopefully attract a good number of participants (using some of the same means mentioned above). We can advertise through Sure start centres too. As for the community group visits, we have links with various networks where we meet other groups, where we can promote the opportunity to visit the site. We have contact with the Bolton Community Network and they are happy to facilitate links between us and other groups. We are keen to target groups that do not have great access to green space and to promote the site as a place for them to use with their families, particularly groups who would not normally visit a nature reserve.

- ▶ Tell us how many people your project will reach and explain the different ways they will get involved or benefit from it.
- ▶ Tell us how your project will help improve your local community and the lives of people most in need.
- ▶ Explain what you will do to make sure that people from different backgrounds know about your project and how to benefit from it.
- ▶ If you have identified any groups who could benefit but are less likely to take part, explain why this is the case and what you will do to tackle it.
- ▶ If your project will involve the wider community tell us how.
- ▶ If you plan to promote or publicise your project, explain how you will do this.
- ▶ If you plan to restrict who can take part in your project you should explain why, so that we can consider if this is acceptable.



## Part four – Programme monitoring information

**22. Is your project directed at, or of particular relevance to, people from a specific ethnic background?**

No ☒

Yes ☐

If yes, please tick **up to three categories** to indicate the ethnic background of the people who will benefit.

### White

- ☐ British  
☐ Irish  
☐ Any other white background

### Mixed

- ☐ Mixed ethnic background

### Asian or Asian British

- ☐ Indian  
☐ Pakistani  
☐ Bangladeshi  
☐ Any other Asian background

### Black or Black British

- ☐ Caribbean  
☐ African  
☐ Any other Black background

### Other ethnic background

- ☐ Chinese  
☐ Any other

Tell us who will mostly benefit from your project.

If you tick 'no' this tells us that your project is open to all the categories listed and you are not focusing it specifically on any of them.

If you tick 'yes' this means that your project may be particularly relevant to some of the categories listed.

This information helps us identify the types of projects that apply to us for funding and receive a grant.

We will use the information you give us for programme monitoring purposes only. It will not be used to assess your application.

We have produced a guide, called 'Equality Matters' which explains our approach to equality. You can get this from our website or advice line.

**23. Is your project directed at, or of particular relevance to, people of a specific gender?**

No ☒

Yes ☐

If yes, please tick:

Male ☐

Female ☐

**24. Is your project directed at, or of particular relevance to people of a particular age group?**

No ☒

Yes ☐

If yes, please tick up to two categories

0-24 years ☐

25-64 years ☐

65+ years ☐

**25. Is your project directed at disabled people, or of particular relevance to people with disabilities?**

No ☒

Yes ☐

26. Is your project directed at, or of particular relevance to, lesbian, gay or bisexual people?

No ☒

Yes ☐

27. Is your project directed at, or of particular relevance to, people of a specific faith?

No ☒

Yes ☐

If yes, please tick the faith of the people who will benefit

☐ Buddhist

☐ Christian

☐ Hindu

☐ Jewish

☐ Muslim

☐ Sikh

☐ Other

## Part five – Finishing your application

You must tick **all** the boxes below to confirm that:

- ☒ you (the main contact named in question 8 of this application form) are authorised to apply for a grant from us (the Big Lottery Fund) on behalf of your organisation.
- ☒ you understand that if you make any seriously misleading statements (whether deliberate or accidental) at any stage during the application process, or knowingly withhold any information, this could make your application invalid and you could be liable to repay any funds to us.
- ☒ your organisation meets our eligibility requirements set out in our Awards for All guide for applicants under 'Who can apply' and has the legal power to set up and deliver the project described in this application form.
- ☒ if we make you a conditional offer you will send us the relevant documents set out in our Awards for All guide for applicants under 'What we will ask you to send us' within 20 working days and you accept that we may withdraw any conditional grant offer if you do not.
- ☒ you understand and accept our obligations under the Data Protection and Freedom of Information Acts set out in our Awards for All guide for applicants.
- ☒ you are able to comply with the Awards for All terms and conditions of grant, which are available on our website [www.awardsforall.org.uk](http://www.awardsforall.org.uk)

To apply for a grant from Awards for All you must tick all the boxes

Make sure that your governing body or management committee know about this application and have agreed that you can send it to us.

You must be able to comply with our terms and conditions if we offer you a grant. You should check that you can before you apply.

You can get a copy of our terms and conditions of grant from our website [www.awardsforall.org.uk](http://www.awardsforall.org.uk) or you can phone or email us and we will send them to you.

Before you apply, make sure you can provide all the information we may ask for. If we make a conditional grant offer, this is explained in 'What we will ask you to send us' in our guide for applicants.



