

## Application process

This form should be used to apply for funding from any of the five Community Engagement Forums.

Before completing this form, please ensure you check the project funding criteria and application guidance form. You can also get support with completing the application by e-mailing [cefadmin@selby.gov.uk](mailto:cefadmin@selby.gov.uk). Whether you are applying for a small grant or project funding you will need to complete section 1 and 3 of this application form and then either a grant information form or a project brief in section 2.

This is an application only and will be subject to an assessment process – we cannot guarantee support. The Community Engagement Forum Partnership Board will consider every application received. Please see the decision making flowchart to understand the process your application will go through.

After completing and saving, please send the Word form by email to [cefadmin@selby.gov.uk](mailto:cefadmin@selby.gov.uk). We would prefer not to receive applications by post, please.

We will let you know if you have been successful by email unless requested in writing.

## Which Community Engagement Forum is this application to?

**Please indicate which Community Engagement Forum this application is being submitted to (when applying to more than one CEF you will need to complete a separate application form for each CEF).**

Central CEF	
Eastern CEF	
Southern CEF	
Tadcaster & Villages CEF	<b>X</b>
Western CEF	

## Section one: About your organisation

### Q1.1 Organisation name

St Mary's Church Tadcaster
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### Q1.2 Organisation address

<b>What is your organisation's registered address, including postcode?</b>	
Kirkgate, Tadcaster, North Yorkshire, LS24 9BL	
<b>Telephone number one</b>	<b>Email address (if applicable)</b>
01937 833394	Sue.sheriff@virgin.net
<b>Telephone number two</b>	<b>Web address (if applicable)</b>
None	www.stmarystadcaster.co.uk

### Q1.3 Main contact details

Give us the details of the person in your organisation that is the main contact.

Title	Forenames (in full)	Surname
Rev Canon	Suzanne	Sheriff
<b>Position or job title</b>		
On Behalf of the Vicar & Churchwardens		

### Q1.4 Organisation type

What sector does your organisation fit into?

Social enterprise	
Charity	
Voluntary or community group	

Other	<input checked="" type="checkbox"/>	Please describe	Parish Church
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**When was your organisation set up?**

Day		Month		Year	
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**Q1.5 Reference or registration numbers**

Charity number	1154457
Company number	
Other (please specify)	

If you are an unincorporated association and not registered with the Charity Commission, please tick this box and send us a copy of your governing documents (for example, constitution or set of rules) with your application.

**Q1.6 Is your organisation VAT registered?**

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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*Please note that applications cannot be used to support expenditure on VAT reclaimable by the applicant from HM Revenue and Customs.*

**Section Two: Grant information or Project Brief (separate document)**

**Please see the Allocation of Funding Framework and application guidance form to check whether you will need to complete a Grant information form or a Project Brief.**

**Q2.1 What is the title of your application?**

**See Project Brief**

**Q2.2 Please list the details of your application (500 words limit)**

**See Project Brief**

**Q2.3 Is there a specific date your applications needed to be funded by?**

Ideally we would have new seats for the Remembrance Day service marking the 100<sup>th</sup> anniversary of Armistice – but we cannot apply to Diocesan Authorities until we have funding. We are however applying for the same chairs installed in Beverley Minster so we know they are acceptable. Notices needs to be posted for 30 days before final permission is granted.

**Q2.4 Which two objectives in the specific Community Development Plan will your application meet? (250 word limit for each objective)**

<b>Which objective?</b>	<b>How will you achieve this?</b>
<b>See Project Brief</b>	<b>See Project Brief</b>
<b>See Project Brief</b>	<b>See Project Brief</b>

**Q2.5 Please outline how the application will benefit the specific CEF area and why there is a need for your proposal? (500 word limit)**

**See Project Brief**

**Q2.6 How much funding are you requesting?**

Please provide a breakdown of the different cost elements associated with your application:

Cost Element	Cost (£)
See Project Brief	
<b>Total Cost</b>	

**Q2.7 Is the total cost of the application more than the amount you are requesting?**

Yes		No	
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If yes, where will you get the other funding from and has this been secured?