



# COMMUNITY ENGAGEMENT FORUM APPLICATION FORM

## 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	X
Tadcaster & Villages CEF	
Western CEF	



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## Section one: About your organisation

### Q1.1 Organisation name

Making Things Happen C.I.C.

### Q1.2 Organisation address

What is your organisation's registered address, including postcode?	
15, Gowthorpe Selby YO8 4HE	
Telephone number one	Email address (if applicable)
07538 253398	<a href="mailto:emily@makingthingshappen.org.uk">emily@makingthingshappen.org.uk</a>
Telephone number two	Web address (if applicable)

### 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
Mrs	Emily	Havercroft
Position or job title		
Director		

### Q1.4 Organisation type

What sector does your organisation fit into?

Social enterprise	
Charity	
Voluntary or community group	x

Other	Please describe	
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## When was your organisation set up?

Day	28 <sup>th</sup>	Month	Dec	Year	2017
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## Q1.5 Reference or registration numbers

Charity number	
Company number	11126750
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.*



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## 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?**

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

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

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

Which objective?	How will you achieve this?
Objective 1:	
Objective 2:	



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**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)**

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

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

Cost Element	Cost (£)
<b>Total Cost</b>	

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

Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
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If yes, where will you get the other funding from and has this been secured?