

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. 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 form by email to 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 | v |
| Southern CEF | |
| Tadcaster & Villages CEF | |
| Western CEF | |

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Section one: About your organisation

Please tick this box to confirm that you have discussed your application for funding with the relevant Development Officer (this is a requirement of all CEF funding applications). Contact details for both Development Officers can be viewed on the Selby District Council website.

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Q1.1 Organisation name

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|---------------------------|
| Barlby Library Volunteers |
|---------------------------|

Q1.2 Organisation address

| What is your organisation's registered address, including postcode? | |
|---|-------------------------------|
| Barlby Library Volunteers, Howden Road, Barlby YO8 5JE | |
| Telephone number one | Email address (if applicable) |
| 01757 428916 (landline, Richard Wailling, Chair, Barlby Library Volunteers) | rkwailling@gmail.com |
| Telephone number two | Web address (if applicable) |
| 07880 856944 (Richard Wailling, Chair, Barlby Library Volunteers) | |

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 |
|----------------------------------|---------------------|---------|
| Mr | Richard | Wailing |
| Position or job title | | |
| Chair, Barlby Library Volunteers | | |

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Q1.4 Organisation type

What sector does your organisation fit into?

| | |
|------------------------------|----------|
| Social enterprise | |
| Charity | |
| Voluntary or community group | √ |

| | | |
|-------|--|-----------------|
| Other | | Please describe |
|-------|--|-----------------|

When was your organisation set up?

| | | | | | |
|-----|---|-------|----------|------|------|
| Day | 8 | Month | December | Year | 2011 |
|-----|---|-------|----------|------|------|

Q1.5 Reference or registration numbers

| | |
|------------------------|--|
| Charity number | |
| 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.

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A copy of the Barlby Library Volunteers constitution is enclosed with this application, at Annex B.

Q1.6 Is your organisation VAT registered?

| | | | |
|-----|--|----|----------|
| Yes | | No | √ |
|-----|--|----|----------|

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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Q1.7 Please list all other bodies that you have, or plan to apply to for funding

| Name of Body / Organisation | Funding Awarded/Requested* |
|--|-----------------------------------|
| We have not applied to any other body. | £5,140 (indicative) |

*Where you have not yet applied to the body, please indicate the amount you intend to apply for and write 'indicative' to the side of the amount.

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?

Barlby Library Modernisation

Please refer to the Project Brief form.

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

Please refer to separate Project Brief form.

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

We would like to place orders with furniture suppliers by the end of July, 2019.

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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? |
|--|----------------------------|
| Please refer to separate Project Brief form. | |

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)

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| Please refer to separate Project Brief form. |
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Q2.6 How much funding are you requesting?

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

Please refer to separate Project Brief form.

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

| | | | |
|-----|-------------------------------------|----|--------------------------|
| Yes | <input checked="" type="checkbox"/> | No | <input type="checkbox"/> |
|-----|-------------------------------------|----|--------------------------|

If yes, where will you get the other funding from and has this been secured?

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| The other funding will come from Barlby Library Volunteers savings. Please refer to Project Brief Form for details. |
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