Community Grants

Application form

Name of activity/project:

Address:

Name of your group:

Lead resident contact name: Mr/Mrs/Ms/Other

Telephone:

Email:

Postcode:

If you provide your email address we will use this as the preferred method of contact for your application and update our systems accordingly

Please tick as appropriate:

Estate Region

North ☐ South ☐ East ☐ West ☐

Estate Tenure

Rented ☐ Homeowner ☐ Mixed Tenure ☐ Care ☐

Estate Specification

Retirement ☐ Extra Care ☐ Care ☐

Your project/event financial application:

Local manager's name (Location/Estate):

How much money are you applying for?

£

Line manager's name:

How much money are you contributing?

£

Project/Area surveyor's name:

When is the money required?

How much money will your project/event cost?

Has your contribution been secured (if applicable)?

Yes No

Please indicate which criteria your project or event will fulfil:

Getting active and being connected ☐ Increasing resident involvement ☐ Living well on Locations ☐

Give an outline of your project/event and how it will meet the criteria:

(continue on separate sheets if necessary)

anchor hanover

Please provide a breakdown of your project/event costs below. Attach any quotations for proposed purchases/costs to this form:

Items:	Cost:

(continue on separate sheets if necessary)

Application checklist - please read through before submitting your form:

- Has your project/event been agreed by the majority of residents at your location/estate? ☐
- Have you discussed your project with your local manager, their line manager and your project/area surveyor (for location/estate improvements) to check for any issues? ☐
- If using contractors for the quotations, are they from the approved Anchor Hanover contractors list? ☐
- If you require planning permission for your project, has this been obtained? (Please include a copy of a valid certificate). ☐
- Have residents raised a contribution to the project/event costs? Remember to include details of this. ☐
- Have you attached all quotations to your application form? ☐
- Have you used the approved suppliers for Garden Furniture? ☐
- Can you confirm that this application does not include any purchases already made at your location? ☐
- Is your group waiting for Community Grants funding before making purchases? ☐
- Was your last application over 12 months ago? ☐
- If purchasing a TV, have you included the cost of a TV licence in your project budget (or a copy of your licence)? ☐
- If purchasing a DVD Player, have you included the cost of a film viewing licence in your project budget if open to the general public (or a copy of your licence)? ☐
- Have you checked that your project is not on the planned works list for your location/estate and should not be funded from the reserve fund (check with your local staff or housing budgets)? ☐
- If applying for other sources of funding for your project/event, have you included the confirmation or letter of approval? ☐
- Have you discussed any future service charge implications either through renewal, maintenance or insurance with your local manager and their line manager? ☐

Please ensure you have read and answered **'yes to all applicable items'** of the checklist before submitting your application to the Community Grants Team. The information you provide will be used to score your application. The information will be shared with the Community Grants Panel for the purposes of scoring applications to agree successful grants. For more details on how Anchor Hanover collects, stores and manages information our customer privacy notices are available on the Anchor Hanover website anchorhanover.org.uk

Signed:

Date:

Print name:

Return your completed application to:
Communitygrants@anchorhanover.org.uk