**COVID-19 SUSTAINABILITY IMPACT FUND APPLICATION FORM:**

**VOLUNTARY AND COMMUNITY ORGANISATIONS**

**This word document can be filled out and saved to help you prepare your application beforehand. However, you MUST transfer this information to the online webform to officially submit your application.**

**Part 1: Contact Details**

|  |  |  |
| --- | --- | --- |
| **Name of organisation** | | |
|  | | |
| **Organisation address** | | |
| **Postcode:** |  | |
| **Organisation website (if applicable):** |  | |
| **Organisation social media link(s) (if applicable)** |  | |
| **Primary contact for this grant**  *The primary contact must be a trustee or member of the management committee, and must be either the chairperson, hon. secretary or hon. treasurer.* | | |
| **First Name:** | |  |
| **Last Name:** | |  |
| **Position:** | | Chairperson  Hon. Secretary  Hon. Treasurer |
| **Telephone number:** | |  |
| **Mobile number:** | |  |
| **Email address:** | |  |
| **Secondary contact for this grant** | | |
| **First Name:** | |  |
| **Last Name:** | |  |
| **Position:** | |  |
| **Telephone number:** | |  |
| **Mobile number:** | |  |
| **Email address:** | |  |

**Part 2: Organisation Details**

|  |  |  |
| --- | --- | --- |
| **What type of organisation are you?** | | |
| Registered charity  Charitable incorporated organisation (CIO)  Community Interest Company limited by  guarantee  Company limited by guarantee | Constituted community group  Constituted but unincorporated club or  association  Community Benefit Society | |
| **What is your charity/company/society registration number (if applicable)?** | | |
|  | | |
| **What does your organisation do? I.e. What are your key activities and services? (Max 1,000 characters)** | | |
|  | | |
| **Who does your organisation help? Select all that apply.** | | |
| Children and young people  Adults (18-54 years)  Adults (55+) | |  |
| **Which particular groups does your organisation help? Select all that apply.** | | |
| Women  Black and minority ethnic groups  LGBTQ+  People with a physical disability  People with a learning disability  People with mental health issues | | People with alcohol/drugs addiction  Migrants and refugees  Sexual assault victims  Domestic abuse victims  Homeless community  Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Which area(s) of Barnet does your work mainly take place? Select all that apply.** | | |
| All areas of Barnet  Brunswick Park  Burnt Oak  Childs Hill  Colindale  Coppetts  East Barnet  East Finchley  Edgware  Finchley Church End  Garden Suburb | | Golders Green  Hale  Hendon  High Barnet  Mill Hill  Oakleigh  Totteridge  Underhill  West Finchley  West Hendon  Woodhouse |
| **What is your organisation’s annual operating budget?** | | |
| Under £10,000  £10,001-50,000  £50,001-100,000 | | £100,001-250,000  £250,001-500,000  Over £500,001 |
| **Bank details**  Please enter the details of your organisation's bank account. You will be asked to attach a copy of a recent bank statement so we can verify these details. | | |
| **Name of bank:** | |  |
| **Branch:** | |  |
| **Sort code** | |  |
| **Account number(s):** | |  |
| **Name of account(s):** | |  |

**Part 3: Funding Request**

|  |
| --- |
| **How much funding are you requesting (up to £5,000)?** |
| **£\_\_\_\_\_\_\_\_\_** |
| **Have you applied for any other emergency funding?** |
| Yes  No |
| **If yes, please tell us the name of the grant funder(s), amount(s) and any outcome, if known. (Max 500 characters)** |
|  |
| **Have you furloughed any staff?** |
| Yes  No |
| **How many?** |
| \_\_\_\_(Number) |
| **Please explain how your organisation’s budget and future sustainability has been or will be affected by Covid-19. (Max 1500 characters)** |
|  |
| **Please summarise how this funding will help your organisation mitigate or overcome the impact of Covid-19. Please specify how the funding will be used. (Max 1500 characters)** |
|  |
| **Is there any other information you would like to tell us? (Max 1000 characters)** |
|  |

**Part 4: Supporting Documents**

You are required to email the following documents within 24 hours in order for your application to be considered:

* Governing document (e.g. constitution)
* Most recent annual accounts
* A recent bank statement showing organisation name, address, sort code and account number
  + Recent means within the last 3 months
  + The statement can be scanned or downloaded from your online account
  + Transactions should be redacted
* Safeguarding policy or statement (if you are working directly with vulnerable service users)