**THIS IS FOR INFORMATION ONLY**So you can review the information and questions in the application form, and draft your replies
Only applications using the online application form will be accepted
If you have any problems or queries, please contact Norwood Forum on: info@norwoodforum.org

Norwood Forum

2022 Community Grant Application

This is a short application form to apply for a Community Grant from Norwood Forum. The purpose of this grant is to enhance the wellbeing of people who live, work or study in our community - West Dulwich, St Martins, Knights Hill and Gipsy Hill wards. This can be for a project starting anytime up to 1 October 2022 and must be completed by 31 March 2023 (6 months). The maximum you can apply for is £300. The deadline to apply is 12 midnight, Monday 8 August 2022, and the decision of the Norwood Forum Committee will be final and subject to funds being available.

You must provide an answer to every question.

**Section 1**

**Your Project**

Your project must relate to one or more of the following five aims:

1. To build social connections or a sense of community, especially between different groups (such as relating to age or ethnicity)

2. To tackle isolation, loneliness or social exclusion

3. To improve the local environment

4. To provide recreational activities to marginalised groups (with a special emphasis on young people and older people)

5. To seed fund a pilot project which might lead to acquiring further funding from other sources.

Eligibility

For an organisation or individual to be considered, they are not required to be based in, but must have credibility and visibility, in our community (St Martins, West Dulwich, Knights Hill and Gipsy Hill wards). Organisations of any size can apply, but small organisations or individuals will be favoured.

For a project to be considered, it must target people who live, work or study in our community. Projects that involve local people in their delivery will be favoured.

Multiple applications from the same organisation are acceptable, but a maximum of one (if any) will be approved.

Selection Process

The Committee will ensure that the selection process is fair and transparent. Every application will be assessed against the same criteria. The Committee will be awarding grants based on its scoring of each application against the selection criteria (as set out below) and its determination to ensure a broad scope and diversity within the full grant portfolio.

1. To what extent will this project contribute to the overall purpose of the grant scheme?

2. To what extent will this project address one or more of grant scheme objectives?

3. How likely is this project to succeed in what it is seeking to achieve?

4. Is the budget value-for-money?

5. Does this project involve local people in its delivery?

Questions:
What is your name?

Name of the community organisation you represent (if any):

What is the name of your project?

What contact email we should use. This will be held securely according to GDPR regulations:

Website - if there is one - or your other main online platform:

Please provide the name and email contact for one referee who knows you, and who lives, works or studies in our community.

**Section Two
Purpose and Objectives**

Questions:
Please describe the project you are applying for financial support for (300 words or less), making specific reference to which of the five project aims you will be focussing on:

What are you seeking to achieve through this grant? How does it fit with your wider work? (100 words or less)

How will you find your target audience? (max 300 words):

Where are you planning to run your project? How far advanced are your discussions with the space you plan to use?

**Section Three**

**Timeline**

Questions:

When do you need the money by? When do you plan to run the project? How will you ensure it will completed by the deadline (31 March 2022)?

**Section Four**

**Finance**
How much money are you applying for? The maximum is £300. If your project only needs £25, it will be treated with the same careful consideration.

Questions:

Please provide a detailed breakdown of your budget. If this is part of a larger budget, please show how the Forum grant will fit into the whole, and explain what will happen if you do not obtain all the funding you need. (We may ask for supporting evidence of costs as part of our monitoring process).

**Section Five
Evaluation**

Questions:

How will you know if your project has been a success? (max 150 words):

**Section Six**

**Thank you**

If your application is successful, we will ask you -
1: To include the Norwood Forum logo in all your project literature on and off-line.
2: To provide a short narrative and finance report on the project within 4 weeks of its completion date - specifically highlighting the change that the grant helped to make (100 words minimum); photos and videos are encouraged.
3: Attend a Forum meeting to present that report in person.
Please tick the box to confirm you understand and agree to this.

YES