Spacehive Match-funding Grant Request Application Form [Up to £2,000]

1. **How much grant funding are you applying for?** …(Maximum of £2,000 one off match-funding 20% of total crowd-funding raised.)

2. **How much have you raised through Spacehive crowd-funding?**

3. **What type of community activity do you wish to fund through Spacehive and Brent Council match-funding? (**Please explain in 200 words or less)

4. **How will you use the match-funding for this project?**
   Purchase of equipment   Yes/No (delete as appropriate)
   One-off event/activity costs   Yes/No (delete as appropriate)

5. **What are the contact details for your organisation?**
   Name of contact person
   Name of organisation: ….
   Address (including postcode):

   …
   …
   …
   Phone: …
   Email: …
   Website: …

   Name of Application Contact Person….
   Contact Details if different from above….

   Is this your:

   a) Main office for your organisation? Y/N
   b) Registered office? Y/N
   c) Other (please state)….

6. **How is your organisation constituted?**

Registered charity	Yes/No	Charity Registration No….
Company limited by guarantee	Yes/No	Company Registration No....
An unregistered organisation	Yes/No	
Part of a regional/national organisation	Yes/No	
Community Interest Company (C.I.C)	Yes/No	

7. **Has your organisation or any directors or partner or any other person who has powers of representation, decision or control been convicted of any of the offences listed in the guidance? Y/N**
   If Yes, please explain this in the space provided at question 18.

8. **Are you or anyone associated with your group or this project on the sex offenders register? Y/N**
   If Yes, please explain this in the space provided at question 18.

9. **Please explain how the match-funding from Brent Council will be used? Please describe clearly the activities/equipment for which you are seeking funding** Please provide price quotations for equipment to be purchased

….
….(max 500 words)

10. **How does your organisation ensure high quality, successful outcomes from its activities?**

11. **When and where in the borough will the activities take place?** If you're applying for equipment please confirm where it will be stored and how it will be insured.

…
…(max 250 words)

12. **What group/s of local people will benefit from this activity/ equipment and how will they be involved in developing and/or delivering the project?**

…

…

…

…(max 500 words)

13. **How many people do you estimate would benefit from this event/equipment?**

Brent Residents…

Staff/Volunteers…

Parents/Guardians/Carers…

Total…

14. **How will you ensure that your activities are accessible to local people and do not discriminate on the basis of a protected characteristic set out in the Equality Act 2010?**

…
…(max 250 words)

15. **How much will your equipment/event or activity cost in total?**   £ …

16. **How much are you requesting from Brent Council?**   £ …

17a. **What contribution from other sources is expected?**   £ …

17b. **Please list the sources of other contributions?**
…

17c. **Please list the items and costs**

Item	Total Cost	Brent Council Cost	Spacehive Cost	Other funder Cost

18. Declaration

On behalf of **(insert organisation name)** we the undersigned confirm that the information contained in the application is correct and complete to the best of our knowledge. We have read and accepted the standard terms of grant aid. We acknowledge that that false information and/or responses could result in our exclusion from consideration for funding. We confirm that if the Council agrees to make a grant, the funding will be used exclusively for the purposes described.

We agree for you to process the information given so far and information that may be given in the future for the purposes of assessing grants and, if successful, to inform the monitoring process. We note that the information provided in this application form and information received from third parties may be used for public inspection and may be released under the Freedom of Information and Data Protection Act, subject to exemptions.

Our organisation has enhanced DBS checks in place for all staff and volunteers working directly with children and vulnerable adults in line with the Disclosure and Barring Service Guidelines and Brent's Safeguarding procedures.

Print Name:…	**Print Name:**…
Signed:…	**Signed:**…
Chair:…	**Treasurer:**…
Date:…	**Date:**…

18. Please only include any other information the council needs to be aware of here.