

**This is an application for funding for a Small Grant to support local volunteer involvement. This is a DfC initiative which is being administered by Limavady Community Development Initiative (LCDI) who have been appointed as an Intermediary Funding Body (IFB). Any grant awarded will be for up to a maximum of £1,200 and will directly support the key objectives of the DfC Volunteering Strategy and Action Plan.**

**LCDI are the delivery partner for the following: Association of Independent Volunteer Centres (AIVC: Causeway Volunteer Centre, Craigavon & Banbridge Volunteer Centre, Limavady Volunteer Centre, Mid Ulster Volunteer Centre and Omagh Volunteer Centre) and North West Volunteer Centre.**

**Note: This grant is only eligible for expenditure incurred from the date of award until 31 March 2020.**

**VOLUNTEERING SMALL GRANT APPLICATION FORM**

**This form should be completed by the principal contact person for this application**

1. Name and address of organisation:

|  |  |  |
| --- | --- | --- |
| Contact Person |  | |
| Name of Organisation |  | |
| Address |  | |
|  |  | |
| Post Code |  | |
| Contact Number |  | |
| Email |  | Website |
| Council Area |  | |
| How did you hear about this grant? |  | |
| What category does your group fall under? |  | |

2 Name of the person with responsibility for volunteers in your group / organisation:

3 If your group is part of a larger organisation, please name this organisation below:

4 What was the annual income of your organisation in the last financial year? (Note if organisations have an annual income of more than £100,000 they are not eligible to apply)

1. Does your group have reserves?

Yes

No

If Yes, please state the amount and whether your organisation holds a policy to support the holdings of these reserves (Reserves Policy).

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1. In order to be eligible, organisations must have an agreed constitution. Do you have a constitution in place?

Yes No but will complete by date

1. Please list your organisation’s main activities:

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8. Bank Details.

|  |  |
| --- | --- |
| Account Name: |  |
| Bank/Building Society Name: |  |
| Bank/Building Society Address: |  |
| Sort Code: |  |
| Account Number: |  |

9. How many volunteers are currently involved with your organisation?

|  |  |  |  |
| --- | --- | --- | --- |
| Management committee |  | Others |  |

10. How many of these are:

|  |  |  |  |
| --- | --- | --- | --- |
| Not in paid work |  | Young people (16-25) |  |
| People with disabilities |  | Older people (65+) |  |
| Ethnic/Racial minorities |  |  |  |

11. How many new volunteers do you expect to recruit?

12. How many new volunteers do you expect to be:

|  |  |  |  |
| --- | --- | --- | --- |
| Not in paid work |  | Young people (16-25) |  |
| People with disabilities |  | Older people (65+) |  |
| Ethnic/Racial minorities |  |  |  |

13. Do you have any paid staff? If so how many:

**Objective 1** – Please see notes

1. What will you do specifically, to attract people from the under-represented groups you listed in Q12?

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**Objective 2** – please see notes

15. Please state what new methods you will use for the recruitment of a diverse range of volunteers?

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**Objective 3** – Please see notes

16. Please state how you will create a supportive environment that will encourage the local community to become more involved thereby increasing inclusion and diversity?

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**Objective 4** – Please see notes

1. Please describe how your grant will enable your group to add benefit to the community?

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18. How many hours will the volunteers contribute each month?

19. Who are the key beneficiaries of the activities funded by your grant?

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| --- | --- |
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20. **The maximum grant you can apply for is £1,200.** Outline below how you will allocate the grant applied for:

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| --- | --- |
| **Volunteer Expenses:** |  |
| Volunteer Recognition Event / Thank You Event (Subsistence) | £ |
| Travel | £ |
| PPE (Protective Clothing) | £ |
| **Training:** (*This must be**directly related to volunteering*) |  |
| Details of training: | £ |
| **Project Running Costs:** |  |
| Heat | £ |
| Light | £ |
| Rent | £ |
| Insurance | £ |
| Volunteer Recruitment Activities | £ |
|  |  |
| **Other:** (*This must be**directly related to volunteering*) |  |
| Details of other **(***Equipment is* ***NOT*** *eligible***):** | £ |
| **TOTAL GRANT APPLIED FOR** | **£** |

21. Have you applied to any other funder for the same activity/product?   
If so please give details below.

**DECLARATION**

We confirm that the information in this application is correct and, if successful, we will comply with all requirements of the Volunteering Small Grants Programme.

**CHECKLIST** The following documents must be attached to your application

|  |  |  |  |
| --- | --- | --- | --- |
| Constitution |  | Accounts/income expenditure |  |
| Last Bank Statement |  | Volunteer Policy |  |

**SIGNATURES**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Signed** | **Name** | **Signed** |
| **Position** | **Date** | **Position** | **Date** |

**Return to: smallgrants@lcdi.co.uk**

**OR**

**LCDI Small Grants**

**24d Benevenagh Drive**

**Limavady**

**BT49 0AQ**

**Closing date: 12noon Monday 28th October**