



UPPER NITHSDALE COMMUNITY TRUST



Supported By:     

The Process

Distribution takes place four times a year in January, April, July and October. This involves advertising, application forms, pre-allocation, allocation and post allocation meetings.

All sections of the form must be **completed** and the **Completion form MUST** be returned when grant has been used or this could affect any future grant award. Any previous grant awards must have a completion form sent in with photos, if this has not been done then any new application may not be considered.

The text space will expand as you type.

Before starting, please read the Application Conditions.

3.1 Fund Application Form

Name of Applicant:

Position:

Signature:

Name of Organisation:

Address :

Post code:

Telephone number:

Email:

1. Project Title:
2. Group/Organisation name:
3. Please enclose copy of constitution
4. Is the Group a registered charity, if so what is the charity number.

5. How will the project benefit the community:
6. Please indicate below the sources and amounts of any other funding for this project being sought from anywhere else either planned or in hand.

7. Please supply a copy of your last accounts and bank account details, if applicable.

Name/Address of Bank:

Account Name:

Account Number:

Sort Code

Name and address where cheque is to be posted to:.....

8. How much funding are you requesting: £

9. Provide details of how this will be spent:

Please attach 3 written detailed quotations. (you must use local suppliers/contractors from Upper Nithsdale unless specialist items are required)

**Attach 3 Detailed Quotations

10. Please give the name and address of two people prepared to give a reference for you/your organisation.

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11. Any other information you would like to add should be attached.

12. Signature: different person than in 3.1

Date:

Name: different person than in 3.1

Position in organisation:

Address:

Postcode:

Telephone:

13. We will check your application is in order and has been submitted with the necessary information. We will contact you if there is anything missing or if you are not eligible to apply. Please see 3.3 in Application Conditions, to see which supporting documents should be included with the application.

14. **Completed applications** emailed to: maryleighton01@aol.com Secretary UNCT.



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COMPLETION FORM

Applicant Name:

Date grant awarded:

Date of completed grant work:

Date completion form returned:

Project Title:

Amount Awarded:

Organisation Name:

Description of how the funding has been used and where:

Number of beneficiaries/participants:

Provide evidence of evaluation of the impact of the project/event:

Was Facebook or local newspapers used for appreciation of any grant awarded by the UNCT.

Completed by:

Return form to: maryleighton01@aol.com Secretary UNCT.

Applicant must complete and return this completion form. If your group has an outstanding form that has not been returned then this could deny your organisation any future grants.



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3.2 Application Conditions

Positive Indicators

These will give best chance of success.

- a) The grant must be used in the area of the Royal Burgh of Sanquhar & District, Kelloholm and Kirkconnel Parish.
- b) The organisation must have a constitution / Lease Agreement, committee, audited / examined accounts and have held an AGM in the previous year.
- c) The grant will be used to benefit at least one of the following aspects of the community/area:
 - Charitable,
 - Economic,
 - Educational,
 - Environmental,
 - Historic,
 - Social,
 - Sporting,
 - Tourism
- d) Benefit the whole community.
- e) A **Completion form** for previous grant must have been submitted.
- f) Applications must be submitted before the closing date.

Negative Indicators.

- a) An application for an individual and deemed to be for their sole benefit.
- b) Projects that are expected to be undertaken by statutory bodies,
- b) Grants sought retrospectively.
- c) To fund the project in its entirety (in some circumstances this might be considered).
- e) Where a large amount is requested and only a few people benefit
- f) Projects that bear little relation to the geographical area of Upper Nithsdale.
- g) Grants sought for political or financial gain
- h) The grant may not be used to fund anything against the owning wind farm company or land owner.

3.3 Enclosures with Application

- Constitution / Lease agreement
- Audited or independently examined accounts
- Three written quotes for goods and services from contractors within Upper Nithsdale area and/or a detailed breakdown of costs -
- Name & address and telephone number of two independent referee

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