Community Development Fund Application Form

Summary (Officer use only)	
Organisation Name	
Project Name	
Amount requested from OVH (Maximum £1000)	
Total Project Cost	
Project Location	

Panel Decision		
Application	Approve ☐	Decline ☐
If approved amount awarded		
Date		

Community Development Fund Application Form

to be completed by applicant:

Section 1. Applicant details				
Organisation name				
Address				
Telephone				
Email				
Website (if applicable)				
Main contact				
Position in organisation				
Social media	Facebook ☐		X ☐	
	Instagram ☐		Linked In ☐	
Is your organisation a:	Community Group ☐		Business ☐	
	Charity ☐	Charity number if applicable		
	Other ☐	Please state:		
Eligibility & Compliance				
Does the organisation:				

Have a constitution	Yes ☐ If yes, please attach	No ☐
Hold a bank account	Yes ☐	No ☐
Bank Name		
Bank Details (To process payment if successful)	Account Number:	Sort Code:
Health and safety policies	Yes ☐	No ☐
If your project involves young people / vulnerable adults, can you provide evidence that the relevant people are DBS checked if required and that you have a Child Protection Policy?	Yes ☐	No ☐
Comments		

Section 2. About your project

1. Give a brief description of your project. What is your project and why is it needed? Include community consultation where relevant.
2. Is this a one-off event or an ongoing project? If ongoing, how do you plan to sustain the project?

3. Please indicate if you have applied for funding for this project before. If so, please give the project name and the date you applied.					
Yes ☐	No ☐	Project		Date	
If funding was previously refused, please give details and explain the reason(s) for refusal:					
4. Are there any other partner organisations involved with this project? If yes, please list the organisations below.		Yes ☐	No ☐		
5. How many staff and volunteers will be involved in delivering the project?		Number of staff: Number of volunteers:			
6. Which of the OVH priorities for funding do your project fit with? (Please tick)					
Vulnerable persons	☐				
Health & Wellbeing	☐				
Support for veterans	☐				
Community safety	☐				
Environmental initiatives	☐				
7. What difference will the project make and how does it fit with OVH priorities?					
8. Where will your project take place? Please provide a timeline, including the planned start and end dates and key activities or milestones.					

9. Who are the intended beneficiaries? (Please specify age, gender, ethnicity, disability as appropriate) Please note: The fund cannot be used to pay staff or organisation costs.

10. How many people will your project reach? (e.g. number of beneficiaries, number of service users etc.)	

11. What proportion of the beneficiaries of your project are OVH customers?
12. What specifically do you want OVH to fund as part of your project? *(e.g., materials, supplies etc.)*

13. If your application is successful, you will be expected to promote your project and are required to complete a post funding survey and report. Please tell us how you will promote OVH.	

14. If the total cost of your project is more than you have asked for, please give details of any other funding you have applied for or any fundraising or in-kind donations:

Funding organisation	Amount requested	Date of application	Application status

			Secured	Pending	Refused

Please note, you must advise us if you are successful in receiving funding from an alternative source before your application is approved from One Vision Housing.

15. If it is not possible for us to fund the full amount you have requested what would happen to your project?

16. Are you or anyone else in your organisation an employee or related to an employee of The Sovini Group? Is so please provide details below:

17. Please use the space below to provide any other relevant information to support your application

3. Declaration *(information provided is true and accurate)*

By signing this we agree to all requirements set out in the guidance form and agree to provide any additional information required and evidence to show where the money has been used.

Applicant's signature	
Print name	
Position	
Date	

***Please return completed forms* to:**
engagement@ovh.org.uk