

## Riverside Scotland – Community Funding

### Application Form

Thank you for your interest in Riverside Scotland’s Community Funding. To evaluate your funding request, please complete and return this form to Gavin Wiffen, Customer & Community Engagement Officer. You can send it via email to [gavin.wiffen@riverside.org.uk](mailto:gavin.wiffen@riverside.org.uk) or by post to Gavin Wiffen, Riverside Scotland, 44-46 Bank Street, Irvine, KA12 0LP.

If you have any questions about the application or need assistance completing it, including requesting a paper copy or an alternative format, please contact the Customer & Community Engagement Officer.

Some questions may not apply to your group or organisation. If so, simply mark them as N/A. If we require additional information, a member of the Riverside Scotland team will reach out to you.

Please allow up to 4 weeks for Riverside Scotland to review and respond to your application. Any awarded funds will be paid directly to your group or organisation’s bank account, unless other arrangements have been made with Riverside Scotland.

Please note that payment may take up to 4 weeks, excluding weekends and bank holidays. Keep this in mind when planning your event or project. If there are any delays in processing your funding, we will notify you and keep you updated.

This is a limited fund, and once all funds have been allocated, we will not accept further applications. If you have any further questions, please contact the Customer & Community Engagement Officer using the contact details provided above.

#### **Section 1: Organisation Details**

Name of Applicant(s):

Do you represent an organisation or community group?

Yes

No

What is the name of the name of your organisation or community group?

Is your group or organisation a registered charity?

Yes

No

If yes, please specify your registered charity number:

What activities is your group or organisation involved in? (What services does it provide)

What area does your group operate in?

Contact Address:

Contact Telephone Number:

Contact Email Address:

Is anybody named on this application or within your group or organisation related to an employee or board member of Riverside Scotland?

Yes

No

If yes, please explain:

Has your group or organisation received any funding from Riverside Scotland before?

Yes

No

If yes, please give date, amount and what the funding was for.

Does your organisation have a bank account?

Yes

No

Please provide your group or organisations bank details:

Would you be able to provide an invoice?

Yes

No

## **Section 2: Overview of project**

Please provide a project description which includes:

- Area(s) / neighbourhoods of project delivery
- Who will benefit from the project
- Activities delivered
- How you have identified a need for this project

## **Section 3: Outcomes**

Riverside Scotland has outlined 7 main objectives on how we will support our customers' communities and livelihoods over the next 3 years. Within these we have outlined the following commitments:

*“Support the livelihoods of our customers through projects that provide advice and support and build capacity for people to improve their own lives – going beyond the traditional landlord service”*

*“Promote community resilience and empowerment, by supporting new and existing voluntary groups who are trying to make life better in our neighbourhoods.”*

Outline how the project you are seeking funding for contributes to one or more of Riverside Scotland’s objectives and what outputs you expect during delivery.

**Section 4: Budget**

Please provide an itemised breakdown of costs for your project.

Please include all items included in the delivery of your project.

Item Description	Cost (£)	Cost Requested from Riverside Scotland (£)
<b>Total</b>	<b>£</b>	<b>£</b>

If you aren’t applying for the total cost of your project to be covered by Riverside Scotland funding, how will the rest of the project be funded?

Have you received funding from any other organisations for your project?

- Yes
- No

If yes, please specify how much the funding is for and where this funding was from:

Have you or do you plan to be apply for any other funding for this project (from any other organisations?)

Yes

No

If yes, please include details of any other funding applications you have made or plan to make including applications you are awaiting an outcome from:

### **Section 5: Measuring and Reporting**

How many people in total are expected to benefit from your project?

How many of these are expected to be Riverside Scotland customers?

How will your project be advertised – who is the project or event open to, and how will customers or residents be able to apply to take part in your project or event?

Riverside Scotland want to share the work we do across our communities. If funding is granted, does your group or organisation agree to Riverside Scotland sharing the details of the award through customer communications? *(this may include the Riverside Scotland website, social media channels and our Word on the Street tenant newsletters)*

I agree

I disagree

### **Section 6: Attachments**

Please attach the following supporting documents with your application a copy of your:

1. Constitution /governing document
2. Organisations bank statement dated within the past 3 months
3. Safeguarding Children and Young People Policy (if applicable)
4. Safeguarding Vulnerable Adults (if applicable)
5. Public liability insurance

### **Section 7: Declaration**

By completing this declaration, you confirm that all the above information is correct.

Application Completed by: (Please print name)

Position in the Group or Organisation:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_