

# R6 Application Form: Overview

Local Community Fund

June 2020



Membership

## Apply for the Co-op Local Community Fund

The Co-op Local Community Fund supports projects across the UK that our members care about.

We want to help communities to come together, co-operate and have a positive impact on community wellbeing – physically and virtually.

Use this form to apply to be one our causes. If you're successful, the funding period will begin on 25 October.

You can save your application at any time.

Applications must be completed by midnight on 28 June 2020.

### Who can apply

Your project must either:

- bring the community together to help those in need, providing access to life's essentials such as community spaces, food and bereavement support
- support the mental and physical health of others through community wellbeing activities
- enable people to develop or share their skills to foster community spirit and build resilient communities for the future

Your project or event must also:

- take place in the UK or Isle of Man
- not have religious or political aims (although you can still apply if you're a religious organisation)
- meet the Co-op's values
- take place or will still be running after November 2021
- benefit your local community

[Find out more about who can apply for the fund and what projects we're unable to support](#)

# Preparation – gathering information

## What you'll need to apply

To apply you'll need either:

- your organisation's charity, HMRC or equivalent registration number depending on your organisation type
- a governing document proving it is not run for private profit, for example a legal document like your organisation's rules

You'll also need:

- your organisation's bank details - money from the fund cannot be paid into personal accounts
- proof of your organisation's bank account (a bank statement or paying in slip)
- a description of your project
- 2 contact names, including email addresses
- basic details of your organisation and what it does, including approximate annual income
- a good quality photo showing your organisation in action - no logos

## Questions about your organisation and project that you'll need to answer in the form

- How does your organisation help the community?
- Describe what your project will do for the community
- Give one sentence that explains what your project will do for the community
- Give details about how you'll spend the money
- How will your project help communities to come together, co-operate and have a positive impact on community wellbeing?

You can save your application at any time.

Applications must be completed by by midnight on 28 June 2020.

# Organisation Type

## What type of organisation are you?

- Charity registered in the UK or Isle of Man
- Scout, Guide or Woodcraft folk group
- Registered community amateur sports club (CASC)
- A church or chapel that's an excepted charity
- Co-operative society
- Credit union
- Community benefit society
- Community interest company (CIC)
- Something else

You can still apply if your organisation type is not listed above, but you'll need to provide evidence it is not run for private profit.

Continue



# Cause bank details

## Enter your organisation's bank details

We need this information to:

- verify your cause
- pay you the funds if your application is successful

It's important that the bank details you provide are accurate. If your application is successful, any mistakes here could result in delays to your payments.

We'll delete this information if your application is unsuccessful.

### Account name

This is the full name of your organisation, as shown on your bank account

### Sort code

 -  - 

### Account number

### Reference or roll number (building societies and credit unions only)

This is the unique reference number for your account

## Upload proof of your organisation's bank details

Upload a copy of one of the following:

- A bank statement
- A paying in slip

It must clearly show your organisation's bank account name, sort code and account number.

### Upload file

Continue

[Save and finish later](#)



# 6 Contact details

## About your organisation

Give the names of 2 people we can contact throughout the 12-month funding period.

Contact name

Contact email

Contact phone

Alternative contact name

Alternative contact email

Alternative contact phone

## Your organisation's social media and website address

We'll post this information on our website to help Co-op members understand more about the work you do. Please enter this information carefully and ensure it is all correct. If you do not have social media accounts or a website address, leave this blank.

Website address (optional)

For example, [www.coop.co.uk](http://www.coop.co.uk)

Facebook profile (optional)

For example, [www.facebook.com/coopuk](http://www.facebook.com/coopuk)

Twitter name (optional)

For example, @coopuk

Continue

[Save and finish later](#)



# 7 Project details

## About your project

### How many people will your project help?

Give the number of people in your community that your project will help. You can guess if you're unsure.

- Under 10
- 10 - 50
- 50 - 100
- 100 - 250
- 250 - 500
- More than 500

### Who will your project help?

We'd like to find out more about who your project will help. Your answers to these questions will not affect the outcome of your application.

Select all that apply:

- Black, Asian or Minority Ethnic community (BAME)
- Children (0 to 15)
- Everyone in the community
- Lesbian, Gay, Bisexual or Transgender community (LGBT)
- Men
- Older people (65+)
- People with disabilities
- People with mental health problems
- Women
- Young people (16 to 24)
- None of the above

# 8 Project details

## Will your project help people affected by a particular issue?

Select all that apply:

- Coronavirus pandemic
- Crime
- Domestic violence
- Drug and alcohol addiction
- Homelessness
- Mental health
- Loneliness/isolation
- Poverty
- Serious illness
- Unemployment
- None of the above

## When will your project finish?

Your project must not finish until 1 November 2021 at the earliest.

For example, 01 12 2021

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

## Project postcode

The postcode where the main activity will take place. If you're planning a trip, put a central postcode that represents the community you're helping, not the destination.

- Use organisation's postcode

## Estimated total cost of the project

This should include all the money you'd need to complete the project. Not just the money you might get from the Local Community Fund.

[Continue](#)

[Save and finish later](#)





# 9 Project details

## About your project

**i** If your application is successful the details you give will be shown on our website. It's very important that the information you give here is clear and correct.

### Organisation name you'd like to use on our website

This does not need to be your official registered name, but how you are known in your community

You have 54 characters remaining

### Upload a project photo (20MB max)

Make sure you:

- upload a good quality photo that shows your organisation in action or the kind of activity you'll use the money for
- get permission from the people in the photo
- don't upload a logo - we can only use photos

We'll use the photo to promote your organisation in Co-op communications - for example, website, print media, social media and in store.

Choose photo

## Which category best fits your project?

Spaces

Bringing the community together to help those in need, providing access to life's essentials such as community spaces, food and bereavement support

Wellbeing

Supporting the mental and physical health of others through community wellbeing activities

Skills

Enabling people to develop or share their skills to foster community spirit and build resilient communities for the future

Continue



# Project details

## About your project

**i** If your application is successful the details you give will be shown on our website. It's very important that the information you give here is clear and correct.

### Describe what your project will do for the community

Give one sentence that explains what your project will do for the community. For example, 'We want to buy some gardening tools so we can improve our local park.'

You have 200 characters remaining

### Give details about how you'll spend the money

At the start of this application form you checked how much your cause could receive. Use this amount to help with your answer. Remember, you cannot use all of the money to pay staff salaries or running costs. Please use plain text and don't use bullet points or other formatting in your answer.

You have 400 characters remaining

During coronavirus, communities have never needed each other more and we have seen how we can all play our part. How will your project help communities to come together, and co-operate to have a positive impact on community wellbeing?

You have 400 characters remaining

Continue

## Send your application

By sending this you agree:

- to the [terms and conditions](#)
- the information you've given is correct

Once you've sent your application, you will not be able to go back and make changes.

Before you send your application, check that:

- the information you've submitted is clear and correct.
- you have correctly entered factual information like web and email addresses

Send application

[Save and finish later](#)

## Application received

Your Cause ID is:

**14067**

If you get in touch with us about your application, you'll need to quote your Cause ID.

## What happens next

We'll send you an email containing your application details.

You don't need to do anything else for now. We may be in touch if we need further information.

We'll let you know if you're successful by October 2020.

If you are successful you'll receive your share of the funding in 2 payments - one in April 2021 and one in November 2021.

## Add your group to Co-operate, our new online community centre

While you're waiting to hear if you're successful, you can [add your group, organisation or charity to Co-operate](#).

Co-operate helps bring communities together to make good things happen.

Adding your group will help you:

- tell more people about the impact your group has in the community
- influence potential funders
- find volunteers
- find people to join your group
- promote your activities
- find equipment and resources

If you choose not to add your group to [Co-operate](#), it will not affect your application to the Co-op Local Community Fund in any way.

To add your group you'll need to fill in another form.

[Add your group](#)

## **Your Local Community Fund application**

Thanks for submitting your application.

Your Cause ID is: 42611.

[Read the Local Community Fund terms and conditions](#)

## **Your application details**

Full copy of application responses provided here

## **What happens next**

You don't need to do anything else for now. We may be in touch if we need further information.

We'll let you know if you're successful by October 2020.

If you are successful your cause will receive your share of the funding in 2 payments - one in April 2021 and one in November 2021.

## **Get in touch about your application**

If you get in touch with us about your application, you'll need to quote your Cause ID.

Phone: 0800 0686 727

