

About you and/or your group	
1. Please provide the following information Your name: Your phone number: Your address:	
2. Are you applying on behalf of a group? <i>If yes go to question 4, if no, go to question 3.</i>	yes / no
3. Please provide your group's name and address Group name: Address: Main contact person: Phone number:	
4. What are the aims of your group?	
5. Does the group have a constitution or set of rules? <i>If yes, please attach a copy to this application</i>	
5. Does the group have a constitution or set of rules? yes / no <i>If yes, please attach a copy to this application</i>	
6. If your application is successful, how would you prefer to receive the grant? a) By bank transfer <input type="checkbox"/> <i>Go to question 7</i> b) By cheque <input type="checkbox"/> Who would the cheque be made payable to? <i>Go to question 8</i>	
7. Does the group have its own bank account? yes / no <i>If no, go to question 8</i> <i>If yes, please provide the group's bank details</i> Account name: Bank name: Branch: Sort code: Account number:	
8. Do you have an agreement with another organisation to receive funds on your behalf? yes / no <i>If yes, please provide details below, if no, go to question 8</i> Name of organisation: Account name: Bank name: Branch: Sort code: Account number:	
We will need to see a signed agreement between your group and your nominated organisation showing the arrangements to accept and administer the grant	
9. Does your group produce annual accounts? yes / no <i>If yes, please attach a copy to this application</i>	

About your project or activity

10. Briefly describe the project or activity you want to fund and how it will benefit your community.

11. Who will benefit from the project or activity?

12. How many Redland residents will benefit from your project or activity?

13. What will the project cost? Please give a breakdown of all the costs and identify which items you would like Redland to fund.

Item/s	Amount in pounds (£)	Amount requested from Redland in pounds (£)
TOTAL		

14. How would you like the fund to be awarded?

Lump sum

In instalments ...please state how many instalments

14. Have you applied for funding for this project from any other sources? yes / no

If so, please say where from.

15. Have you received a grant from Redland before?	yes/ no
16. If your bid is successful, are you willing to provide information about your project or activity so that we can promote the fund?	yes / no

Declaration: I declare that the information given on this form, and any documentation with it, is accurate and true to the best of my knowledge.

Signature: _____

Date: _____

What next?

Once we have received your application we will write to you to say we have it and to tell you when you will get an answer. The Tenant Liaison Officer will look at your application before it is put before the approval panel, consisting of residents and Redland staff. A member of the approval panel may ask to visit you before a decision is made, or you may be asked to provide further information.

We will accept or reject your application by letter and provide terms and conditions of the grant.

How long will it take?

If you are successful we will pay you the grant awarded within two weeks of approval.

Please allow 6 weeks after your application has been submitted before expecting to receive payment.

Monitoring of the grant

- The panel may require visiting you during or at the end of the project timescale to see how the project is going.
- The panel may require you to provide receipts what you have spent the grant on.
- You will be expected to spend the grant according to the details you have provided on this application form and if it you don't you may be asked to return it.

Please return the form to:

Tenant Liaison Officer
Redland Housing Association
Holly House
Corbet Close
Lawrence Weston
Bristol
BS11 0TA