



GRANT AID APPLICATION FORM FOR LOCAL PROJECTS

Section 1 – About the Applicant

1	Name of Applicant/Organisation <i>Claire Neale – The Diamonds</i>
2	Applicant contact name, address, email and telephone* <i>Claire Neale, 12 Eastby Close, Saffron Walden, Essex CB11 3BT</i> <i>claire.mary.croft@gmail.com 07929 720432</i> <small>*Please note that this information will be published in the public domain unless we receive express instructions to the contrary.</small>
3	Aims & Objectives of Applicant / Organisation <i>Supporting local charity organisations within our community and for us to put on one fund raiser a year to donate the monies to charity.</i> The Diamonds are a local volunteer group of 17 ladies who live and work in the community and help support the local charity groups. We support SWRT, Rotary, Lions, Accuro, Buffy bus, MENCAP and many more. We give our time to support these valuable groups in our community, whether by marshalling, selling raffle tickets, being a friendly face, meet and greet or generally being an extra support and pair of hands. We have between us all a vast experience in helping at all sorts of events in our local community. Therefore, for the Diamonds we like each year to put on our own event, which helps with our profile and networking and to remind the local charity groups we are here to help and support them in their fundraising events.
4	What is the Nature of your Organisation? ie are you a registered Charity, Social Enterprise or Community Interest Company? <i>Local Volunteer Group</i> If yes, please provide registration details:



5	<p>Does Your Organisation Have:</p> <table><tr><td>A constitution:</td><td>Yes / No</td></tr><tr><td>Accounts:</td><td>Yes / No</td></tr><tr><td>Equal opportunities policy:</td><td>Yes / No</td></tr><tr><td>Safeguarding or child protection policy*</td><td>Yes / No</td></tr><tr><td>Health and Safety policy</td><td>Yes / No</td></tr></table> <p>Please include a copy of these documents where available.</p> <p>If these documents are not supplied, please advise why these details are missing.</p> <p><i>*If you are not able to provide a safeguarding or child protection policy, please advise how you will monitor and ensure the protection of children and vulnerable adults.</i></p>	A constitution:	Yes / No	Accounts:	Yes / No	Equal opportunities policy:	Yes / No	Safeguarding or child protection policy*	Yes / No	Health and Safety policy	Yes / No
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Health and Safety policy	Yes / No										
6	<p>Is your application for a reduced hire fee for any Town Council premises?</p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p> <p>If yes, what is the date of your event and have you booked the facility with the Town Council?</p> <p>8 October 2022 - YES If No, please proceed to question 7.</p>										



7	<p>Have you previously applied to SWTC for grant funding? Yes / No</p> <p>If Yes, please give details of when and if the application was successful, the grant received and the purpose.</p>
	<p>For Office use only regarding questions 6 & 7:</p> <p>Commercial hire cost: £453.60</p> <p>Resourcing cost to Town Council:</p> <p>Potential Net loss / profit:</p> <p>Confirm details of any previous grants awarded to this Organisation:</p> <p>Additional Information:</p>
	<p>Section 2 – The Project</p>
8	<p>This is a one-off single fund-raising event so not part of a larger project. We are holding our annual event whereby our group The Diamonds put on a charity event of their own each year to raise money. This year we are raising it for Breast Cancer as we sadly lost one of our very dear Diamonds to breast cancer in February 2021 so really want to honour the work Lisa undertook when in the Diamonds and to help in giving anything that we raise to this worthy charity.</p> <p>The Diamonds are a local volunteer group of 17 ladies who live and work in the community and help support the local charity groups. We support SWRT, Rotary, Lions, Accuro, Buffy bus, MENCAP and many more. We give our time to support these valuable groups in our community, whether by marshalling, selling raffle tickets, being a friendly face, meet and greet or generally being an extra support and pair of hands. We have between us all a vast experience in helping at all sorts of events in our local community.</p>



	<p>Therefore, for the Diamonds we like each year to put on our own event, which helps with our profile and networking and to remind the local charity groups we are here to help and support them in their fundraising events.</p> <p>Project name:</p> <p>Project aim:</p> <p>Start Date:</p> <p>End Date:</p>
9	Please give details of the project activities and timeline
10	What particular need do you consider the project will meet?



11	How have you identified the need for this project? Please include your experience in this field and research and scoping that has been carried out with the intended target group
12	Please give a reasonably accurate figure for the number of people, within Saffron Walden Town Council's area (the parish of Saffron Walden and Little Walden, see map attached for the area served by SWTC), the project will serve. If possible, please provide evidence of this within the Data Protection Act:
13	Please give a brief outline of: <ul style="list-style-type: none">• How this project benefits the residents of Saffron Walden Town Council's area;• On the change you wish to see as a result of your project or activity for the residents of the Saffron Walden parish;• How your project will be measured
14	Where will any equipment be kept and how will it be insured?

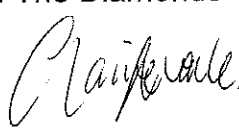


15	Address where <u>main</u> activities will take place
16	How will you ensure that the project will be all-inclusive?
Section 3 – Funding Requirement	
17	<p>What is the total cost of the project? Please attach a budget breakdown for this cost</p> <p>The hire of the Town Hall so we have minimal outlay as we are not a charity but a group of local ladies providing support to other local charity groups within our community.</p>
18	<p>Amount requested from Saffron Walden Town Council and for what purposes (please be as specific as possible)</p> <p>Total cost of the hire of the Town Hall (as above)</p>
19	<p>Have you applied for funding from other sources for this project?</p> <p style="text-align: center;">Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></p> <p style="text-align: center;">If yes, please indicate how much and who from</p>



20	<p>Have you applied for funding from other sources for any other project which may relate to this funding request? If so, please give details of when, and if the application was successful, please give details of the grant received.</p> <p>NO</p>
21	<p>How will you ensure that SWTC support of this project is promoted?</p>
	Section 4 – Contact Details
22	<p>Contact details for this application (this must be someone who has full knowledge of the application and can answer questions about it). Please note that these details will be made known in a public forum unless you specifically advise that details should be with-held</p> <p>Name: Claire Neale</p> <p>Tel No: 07929 720432</p> <p>Email address cneale@uttlesford.gov.uk OR claire.mary.croft@gmail.com</p> <p>Date of application 08.06.2022</p>



23	<p>Bank/Building Society Details</p> <p>Grants will ordinarily be made by cheque payment. Name to appear on cheque payment:</p> <p>If this is not the name of the group applying, please provide an explanation for variance.</p>
24	<p>Declaration – must be signed by at least 2 persons</p> <p>We confirm that the information given in this application is correct. We are authorised to make this application on behalf of:</p> <p>Name of Organisation: The Diamonds</p> <p></p> <p>Signed: (1st person)</p> <p>Name: Claire Neale</p> <p>Position in Organisation: Co-Chair</p> <p>Signed: (2nd person)</p> <p>Name: Sharon Tegg</p> <p>Position in Organisation: Co-Chair</p>

**Map showing the parish of Saffron Walden.
The Town Council serves all the area shown in white**