



Gentian Community Grants, Brize Norton Application Form

Gentian Developments is the property developer of the new retail centre on Monahan Way forming part of the Brize Meadow development. The retail centre consists of a new Mid Counties Co-op convenience store and a bakery/coffee shop drive thru.

Gentian Developments actively supports the local community in the vicinity of its new developments and is offering grants to the Parish of Brize Norton as part of this commitment.

Grants are available to local community groups, sports teams, schools and charities up to the value of £2,000 each. The application process opens on Friday 1 July 2022 and closes at 5pm on Friday 30 September 2022.

Thank you for your interest in applying for a Gentian Community Grant, we look forward to receiving your application.

We welcome applications from the following types of organisations who benefit the local community and are based within the Parish of Brize Norton.

- Local charities
- Community groups
- Sports teams
- Schools and other educational establishments

Regrettably we are unable to fund:

- Charity advertising space
- Expeditions, overseas trips or adventure experiences for individuals
- Support to political parties or political causes
- Promotion of specific religious ideas or views
- Support to religious bodies, except where the project is for the benefit of the general public and wider community
- Personal appeals for or on behalf of individuals
- Retrospective funding
- Organisations with no equal opportunities policy

Please complete all information requested and read our terms and conditions overleaf to help you with your application.

If you have any queries please contact Alison Earl - Tel: 01962 460150 - a.earl@gentiandevelopment.com

Submit your completed application with supporting documents by 5pm Friday 30 September 2022 to:

Brize Norton Community Grants, Gentian Developments, Trafalgar House South, Trafalgar Street, Winchester, SO23 9DH

Any personal data herein are processed in accordance with UK data protection legislation. All feasible security measures are in place.

Terms and conditions

1. Applicants must be aged 18 years or over at the time of application.
2. The grants application process opens on 1 July 2022 and closes at 5pm on 30 September 2022. Entries received after 5pm on 30 September 2022 will not be accepted and will not be entered into the grants process.
3. Only one application per organisation can be accepted.
4. There are limited monies available in this fund, therefore not all eligible applications may be funded or part funded. The decision of the Grant Panel (made up of representatives from Gentian, Brize Norton Parish Council and Brize Norton local residents) is final. Once the monies have been fully distributed the fund will close.
5. Grants are made to those organisations who demonstrate a clear need for financial support and who provide adequate information to enable the Grant Panel to make an informed decision.
6. If requesting grants towards purchasing goods and/or services over the value of £250, applicants must provide a minimum of two quotes to be submitted with their application form. If there is a good reason why this cannot be done (for example a sole provider) an explanation must be provided on the application form.
7. If applicants are applying for a grant to carry out work to property, e.g. repairs to a community hall or fencing an area of land, they must either own the property in question or supply information with the application confirming permission of the owner of the property to carry out the work.
8. If works to property require planning permission, any grant award will be conditional on the award holder providing evidence that planning permission has been received before the monies are released.
9. Gentian Developments reserves the right to award a proportion of the total sum requested. Applicants are asked to indicate on the application form whether the project would be viable if part funding only were offered.
10. Gentian Developments may follow the progress of the project after any grant is made and may require the successful applicant to provide relevant information.
11. Applications must be complete, contain all required additional information and be received by Gentian Developments by the advertised date and time. Applications which do not comply with these requirements will be rejected.
12. Gentian Developments take no responsibility for entries that are lost, delayed, misdirected or incomplete or cannot be delivered or entered for any technical or other reason.
13. Applicants will be informed of the outcome of their application in writing. Successful applicants will be informed by Friday 14 October 2022 and grant money will be paid by the end of October 2022.
14. All grant awards will be made by bank transfer and successful organisations will be asked to provide bank details. Applicants must confirm that they have a bank account with at least two unrelated signatories OR have the support of a constituted organisation which has agreed to be its banker.
15. All grant awards must be spent within 12 months of receipt, unless otherwise agreed.
16. Successful applicants must agree to take part in any relevant publicity including photography for use in print, online and broadcast media as well as Gentian's and Brize Norton Parish Council's websites and social media channels.

Please complete all of the following:

Name of applicant:	
Project name: <i>(if different from above)</i>	
Organisation address:	
Project address: <i>(If different from organisation address)</i>	
Contact name: <i>(Person with overall responsibility for this application)</i>	
Position held in organisation:	
Contact telephone number:	
Contact email address:	
What type of organisation are you?	Registered charity / other <i>Please circle</i>
If a registered charity, please provide your registration number and date of registration:	
If other, please tell us what type of organisation you are (e.g. community action group, sports team, school)	
How many people are involved in running your organisation / group?	
Do you have an equal opportunities policy?	Yes / No <i>Please circle</i>

<p>If no, please tick to confirm the following:</p>	<p><input type="checkbox"/> We confirm that we will not discriminate on the grounds of age, sex, race, disability, pregnancy, marital / civil partnership, sexual orientation, gender reassignment or religious background</p>
<p>Please describe what it is you want to do with the grant if this application is successful:</p>	
<p>How many people will benefit?</p>	
<p>What is the total cost of your project?</p>	<p>£</p>
<p>How much grant is being requested from the Gentian Community Grant scheme (maximum £2,000)?</p>	<p>£</p>

<p>Please tell us how you plan to spend the grant, if successful by listing the expenditure items for your project (e.g. volunteer training, hire charges, purchase of equipment etc).</p> <p>The total should equate to the total grant requested.</p>	
<p>If we are only able to offer you a proportion of the amount requested could a lesser amount be properly used for the project?</p>	<p>Yes / No</p> <p><i>Please circle</i></p>
<p>If the grant is for a specific event, please tell us the date(s)</p>	
<p>Does your project involve work to property?</p> <p><i>(If yes, please include proof of ownership of property or permission from the owner to carry out works)</i></p>	<p>Yes / No</p> <p><i>Please circle</i></p>
<p>Does your project require planning permission?</p> <p><i>(If yes, please provide evidence that planning permission has been received)</i></p>	<p>Yes / No</p> <p><i>Please circle</i></p>

<p>If successful, payments will be made by electronic bank transfer. Please tick to confirm the following:</p>	<p><input type="checkbox"/> We confirm that our organisation has a bank account requiring a minimum of two signatures for each transaction / we have the support of a constituted organisation that has agreed to be our banker</p>
<p>Please include the following supporting documents if necessary / available:</p>	<p> <input type="checkbox"/> Equal opportunities policy <input type="checkbox"/> Constitution, rule book or set of aims and objectives <input type="checkbox"/> Proof of ownership of property or permission from the owner to carry out works <input type="checkbox"/> Evidence that planning permission has been received <input type="checkbox"/> Copies of two recent quotes for goods or services over the value of £250 </p> <p><i>Please tick to indicate what you are including to support your application</i></p>
<p>Please detail any additional information you would like to include to support your application:</p>	

Please sign and date overleaf.

I declare on behalf of the organisation that the information in this form is true and correct.

Signed	
Name (in block capitals):	
Position held within organisation:	
Date signed	

Submit your completed application with supporting documents by 5pm Friday 30 September 2022 to:

**Brize Norton Community Grants
Gentian Developments
Trafalgar House South
Trafalgar Street
Winchester
SO23 9DH**