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**SeaScapes Community Grants Application Form**

Grants available in this scheme from £150 to £2000.

Before completing this application, we strongly recommend that you read the Introduction and Guidance notes and other guidance documents that accompany this application form. If you need any assistance, please contact info@exploreseascapes.co.uk

|  |  |
| --- | --- |
| Date Received: |  |
| Our Reference: |  |

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1. **About You**

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| --- | --- |
| **1.a. Name of organisation/ community group**: |  |
| **1.b. Address of organisation/community group:** (inc. postcode) |  |
| **1.c. Address of your project** (If different from above):  |
| Name of site or place:Address:  |  |
| **1.d. Details of main contact person:** |
| Name:Position: Address:Contact number:Email: |  |
| **1.e. Type of Organisation:** please tick / identify one of the following: |
| Unincorporated Voluntary or Community Group  |  | Social Enterprise (inc. Company number) |  |
| Constituted Voluntary or Community Group |  | CIC(inc. Company number) |  |
| Charitable Organisation (inc. charity number) |  | Other (please state) |  |
| **1.f. If your project involves buildings, land or objects, do you own these outright?** If you are not the owner, tell us what agreement you have with the owners to undertake this project. |

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1. **Your Project**

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| **Name of your Project:**  |  |
| **2.a. What is your project?** Please give a factual description of your project in no more than 200 words.  |  |
| **2.b. How does your project support the vision of SeaScapes?**  |  |
| **2.c. How did you get the idea for your project?**  |  |
| **2.d. How do you know there is a need or demand for your project?**  |  |

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1. **Carrying out your project**

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| --- | --- |
| **3.a. When will your project start and finish?** Start date:Finish date:  |  |
| **3.b. How will you manage your project?** |  |
| **3.c. Tell us what will happen to the things that your project will produce.** |  |
| **3.d. How will your project help local people to connect with natural, cultural and/or built heritage and marine environment along the Tyne to Tees coast?** |  |

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1. **Costs of your project**

4.a Please give details of your project costs.

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| --- | --- |
| **Description** | **Cost** |
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|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
| **Total cost:** |  |

|  |  |
| --- | --- |
| **4.b How did you calculate your costs?** (How do you know your costs are realistic?) |  |
| **4.c How will your project be funded?**  |
| **Grant:**(How much are you asking from us?) |  |
| **Other sources of funding:**(Please provide details: e.g. is this funding secured?) |  |
| **Total:**(This must be the same amount as the TOTAL in 4.a.) |  |

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1. **Documents you must send in with your application form:**

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| --- | --- |
| Copy of your organisation’s constitution, unless you are a public organisation, private individual or small unincorporated group.  |  |
| Copy of recent accounts or last three months of bank statements.  |  |
| If your project involves working with children, young people and/or vulnerable adults, please submit a copy of your Safeguarding policies.  |  |

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1. **Declaration**
* I have read, understood, and accept the funding criteria and guidance notes that came with this application form. I agree that SeaScapes can check the information in it and any supporting documents with other people and organisations.
* My organisation or community group has the power to accept a grant, under your terms, and the power to pay back the grant if the terms are not being met.
* I understand that any misleading statements (whether deliberate or accidental) I give at any point during the application process, or any information I knowingly withhold, could mean my application is not valid. SeaScapes will cancel the grant and claim back the money we have received, return the application, or withdraw any grant offered to your organisation.
* I am authorised to put forward this application on behalf of my organisation / community group.
* On behalf of my organisation / community group, I agree that if we receive any grant from SeaScapes for our project, we will keep to the standard terms of the grant (and those of the National Lottery Heritage Fund as the origin of the funds) and any further terms and conditions set out in the grant notification letter.

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| --- | --- |
| Signature: |  |
| Name: |  |
| Organisation/ Community Group:Position: |  |
| Date:  |  |

**Please send the completed application form to:**

**Email**: info@exploreseascapes.co.uk

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