



## Little Ideas: Application Form

This form is the first step to apply for Bountagu Big Local's 'Little Ideas Fund'.  
 If you're completing a paper copy by hand, use extra blank paper as you need it.  
 On your computer, the boxes will expand as you type.

Please try to stay within the word count guides.

*For help to complete this application, call 020 8807 5827 or email [info@bountagu.com](mailto:info@bountagu.com).*

*More information also available at [www.bountagu.com/littleideas](http://www.bountagu.com/littleideas).*

### 1.1. Your Details (Applicant)

a Complete the table below with your details.

Today's Date:			
Name:			
Address:		Post Code:	
Telephone No:			
Email:			
How did you hear about this fund?			

*Supporting Adult* If you are under 16, please also provide the name, phone number and email address of a Supporting Adult, and their relationship to you.

b Are you a Resident in the Bountagu Area, a Volunteer or Partnership Member? [Tick Boxes\*]

*The Bountagu Area contains 2100 homes on 40 streets in Edmonton N9. See the list and a map at [www.bountagu.com/area](http://www.bountagu.com/area). If a non-resident, briefly describe your link to Bountagu Big Local. [20-50 words]*

Bountagu Resident  Bountagu Volunteer  Bountagu Partnership Member

*Other Connection:*

### 1.2. Your Consent and Declaration [Tick Box]

By ticking the box above and submitting this application to Bountagu, you confirm that the information is correct to the best of your knowledge. You consent for it to be stored and held in accordance with the Data Protection Act 1998, and to be used by Bountagu and their agents.

If your application is successful, you consent for the details of your project, the amount awarded, as well as your name and street to be published by Bountagu electronically and on paper.

*reference format: YYMMDD-SURNAME (date received / applicant's surname)*

Office Use (Paper Version)		Application Reference	
Submission Received?	<input type="checkbox"/> <i>date</i>	Panel Meeting Arranged?	<input type="checkbox"/> <i>date</i>
Processed by?	<input type="checkbox"/> <i>staff/vol name</i>	Panel Decision Made?	<input type="checkbox"/> <i>decision</i>
Acknowledged?	<input type="checkbox"/> <i>date &amp; method</i>	Decision Notified?	<input type="checkbox"/> <i>date &amp; method</i>
Meeting / Call Arranged?	<input type="checkbox"/> <i>date</i>	Signed? Funds Transferred?	<input type="checkbox"/> <i>date &amp; method</i>
Further Info Form Attached?	<input type="checkbox"/>	Follow Up / Monitoring?	<input type="checkbox"/> <i>date &amp; method</i>



1.3. Your Little Idea (Project)									
a	Briefly explain your Little Idea. [50-150 words]								
b	How will your idea improve the Bountagu neighbourhood or community? [25-75 words] If you plan to run your project outside the Bountagu area, please explain where it will run, and what your connection is there.								
	<i>Outside Bountagu:</i>								
c	Which Bountagu Priorities do you think your idea will support? [Tick at least one box]								
	<table border="0" style="width: 100%;"> <tr> <td style="text-align: center;">Children &amp; Young People</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;">People 50+</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td style="text-align: center;">Environment (incl Outdoor Spaces &amp; Community Safety)</td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;">Developing Opportunities (incl Enterprise, Employment &amp; Skills)</td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>	Children & Young People	<input type="checkbox"/>	People 50+	<input type="checkbox"/>	Environment (incl Outdoor Spaces & Community Safety)	<input type="checkbox"/>	Developing Opportunities (incl Enterprise, Employment & Skills)	<input type="checkbox"/>
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Environment (incl Outdoor Spaces & Community Safety)	<input type="checkbox"/>	Developing Opportunities (incl Enterprise, Employment & Skills)	<input type="checkbox"/>						
1.4. Project Finances									
a	How much money are you asking for?								
b	What will the money be used for or spent on? [20-50 words]								



*Use the additional space below if you need it. Please make it clear which section you are continuing.*

### Our Commitments

We will acknowledge receipt of your application (this form) within 5 working days. (Stage 1)

You will be contacted within 1 calendar month of submission and we will arrange a phone call or a meeting to talk through your idea in a little more detail. (Stage 2)

A decision will be made on your application within 2 calendar months of that meeting. (Stage 3)

Your project must begin within 6 months and be completed within 1 year. (Stage 4)

In some instances, shorter-notice decisions can be made.

### Notes

Applicants might be contacted and asked for further clarification before a decision is made.

Support is provided at the discretion of Bountagu Big Local, who may provide one-off or time-limited awards up to a maximum of £250 towards your project.

Funding decisions will be made by a small panel including members of the Bountagu Partnership.

Bountagu will contact you at intervals to see how you are getting on, and to help share your progress with our community. We might ask you to complete simple monitoring forms.

### After completing this form

Check you've answered all questions, and send to **Bountagu Big Local, Unit 11 Centre 14, Claverings Centre Way, N9 0AH**. Save electronic forms with a new filename, and email to [info@bountagu.com](mailto:info@bountagu.com)