



DAVID ALLEN

**CUMBRIA'S POLICE, FIRE
AND CRIME COMMISSIONER**

**COMMUNITY FUND
APPLICATION FORM**

Before completing this application, please refer to the Community Fund Guidance. This will assist you in understanding all the requirements of this form.

Section A: Your Organisation

All the boxes below must be completed.

(A1) Applicant Details

Name of Organisation:

Project Organiser:

Telephone: Email:

Address:

(A2) Officer/PCSO/Staff Details

Officer Making Request:

Location: Collar Number:

Email:

Section B: Your Project

(B1) Project details

Project name:

Project Location:

Start Date: Finish Date:

(B2) How will your project contribute towards Anti-Social Behaviour and Anti-Social Driving priorities?

(B3) Describe the problem you aim to tackle:
How do you know this is a problem?

(B4) How many people will benefit from your project/initiative:

Adults: Children:

How much funding are you requesting from the Community Fund (up to £2,500). If the application is for clothing/sport kits, there is a request that you include PFCC logo in the design.			£
Item description	Number	Total Cost	Please attach quotes, invoices and/or links to relevant websites.

Details of other funding or resources to support your project				£
Item description	Number	Total Cost	Name of funding provider	Funding Secured? Y/N

(B5) How will this project/initiative have a positive impact on the community?

(B6) How will you know if your project has achieved its aims?
How will you measure impact?

(B7) How do you plan to incorporate media, communications, and engagement into your project/initiative?

(Remember: You must work with OPFCC Media Team and visibly promote the PFCC Community Fund. All publicity materials produced in connection with this project must acknowledge the contributions made by the Commissioner and where possible use the approved PFCC Logo. Further engagement requirements that must be completed must be provided in the Grant Agreement).

Section C – Inspector Approval and Comments

All applications must be approved by an Inspector as it is important that they are aware of the proposed application.

Name: Area:

Collar Number: Email:

Inspector comments:

Inspector signature:

Date:

Section D – Applicant Declaration

Data Protection

All information submitted on this application will be held by the Office of Police Fire and Crime Commissioner (OPFCC) and will contribute directly to the decision that is made regarding allocations of funding and for our own research purposes.

We will provide copies of all or some of this information to individuals and organisations we consult with when assessing applications, monitoring grants, and evaluating funding processes and associated impacts. These organisations may include external auditors and other organisations involved in delivering the projects.

Summary information from this application may be published on our website to assist other applicants in the future and to inform members of the public of the projects funded by the Police, Fire and Crime Commissioner (PFCC).

Full grant applications will be retained for a maximum of 6 years (plus current year). Information will be retained on a database at the Office of Police Fire and Crime Commissioner for statistical and monitoring purposes.

Freedom of Information

The Freedom of Information Act 2000 gives members of the public the right to request any information that we hold. This includes information received from third parties such as grant applications and grant holders.

If information is requested under the Freedom of Information Act we will release it, subject to exemptions; although we may choose to consult with you first. Your signatures on this form confirms that you understand the PFCCs obligations under the Data Protection Act 1998 and the Freedom of Information Act 2000.

Projects involving children, young people and vulnerable adults

For those projects working with children, young people, and vulnerable adults there is a responsibility for the group/organisation to have an up-to-date safeguarding policy and procedures in place to ensure the welfare and safeguarding of children, young people or vulnerable adults.

Lobbying

Any attempt to lobby the Police Fire and Crime Commissioner (PFCC), members of the OPFCC, Police and Crime Panel or Constabulary employees (directly or indirectly) is likely to lead to your application being withdrawn from the selection process.

Financial Information

The following costs are not eligible expenditure: payments that support activity to influence parliament, government or political parties, the awarding or renewal of contracts and grants, or legislative or regulatory action.

All monies should be spent in accordance with your application. The Office of the Police Fire and Crime Commissioner reserves the right to reclaim all or part of the funding if it is found that the terms of the grant have been breached.

Any funding that is not spent in accordance with your application or is not spent within the time stated will be returned, unless agreed by the OPFCC. The funds maybe the subject of internal financial review.

Media, Communications and Engagement

When applying, the applicant must accept that it is compulsory that they engage with our OPFCC Media Team, to arrange visits for engagement. The applicant must also ensure that media is captured and communicated with the OPFCC.

Through media, communications, and engagement, we can demonstrate the fantastic work that the Community Fund helps to deliver, and the positive outcomes achieved for our local communities. Specific details will be included in your Grant Agreement.

DECLARATION

To be completed by the **Applicant** applying for funding (NOT a Police Officer/PCSO/member of staff)
MUST be a wet signature (we do not accept typed or photo signatures)

- I am authorised to apply for the grant set out in this application.
- I certify that all the information given in this application is correct and that any grant money received from the OPFCC will be used for purpose(s) stated.
- I understand that the OPFCC reserves the right to reclaim any grant monies not used for the purposes stated in this application.
- I will inform the OPFCC in writing if any of the information given ceases to be correct.
- I understand that the grant period is for 12 months only and there is no assurance of funding in future years.
- I understand and agree that any information submitted to the OPFCC will be retained in line with OPFCC Retention Policy and used for the purpose of promoting the Community Fund.
- I understand and agree the commitment to media, communications, and engagement.
- I agree with the declaration above.

Signature:

Date: