

1. Name of organisation

2. Full address (Correspondence)

Address	
Postcode	
Email	
Telephone	
Website	

3. Contact details – give details of the main contact for your organisation

Title	Miss	Ms	Mrs	Mr	Other
Name					
Position					
Telephone					
E-mail					
Address (if Different from Org)					

4. Please describe the main aims and activities of your organisation

5. What is the structure of your organisation? (Please tick all those that apply)

Date org. established		Community Interest Co	
A registered Charity	Yes No	Charity number	
A registered Company	Yes No		
Applying for charitable status	Yes No		
Other (please state)			

6. If your organisation is a part of a larger regional or national organisation please provide details

7. Please give details of any Quality Standards you currently have or are working towards

8. How many people are involved in your organisation?

Number of full-time paid staff/workers:		Number of trustees or on management committee:	
Number of part-time paid staff/workers:		Number of volunteers and helpers (excl trustees):	
Number of members if appropriate:			

9. Please give the names and addresses of your committee members and their position in the organisation. It is essential that you provide this information as it is part of our monitoring process. It will not be shared outside of Heart of Bucks.

10. How much money are you applying for?
(loans are available from £1,000 - £25,000)

£

11. Please give us a brief description of how you would use the proposed loan funding. Please attach quotations for the work or a budget sheet if appropriate.

12. Please indicate below your preferred schedule of loan repayments

Repayment Period: (over what period could you repay the loan?)

1 Year		4 Years	
2 Years		5 Years	
3 Years		Other	

Repayment Frequency: (how often could you make repayments?)

Monthly		Annual	
Quarterly		Other	
Six-monthly			

13. Please explain how you will raise the funds to repay this loan? Please provide any relevant evidence, e.g. previous track record of fundraising activity or a project plan

14. Please say how your community will benefit as a result of this loan?

15. Please select one of the following impact categories which is most suitable for your project.

- Advance people's physical and mental health, wellbeing and safety
- Connect people with the arts, culture and heritage
- Improve life skills, education, employability and enterprise
- Promote reduction of isolation and disadvantage and access to local services
- Transform access to, and engage with, the environment and public spaces
- Maximise ability to strengthen community cohesion and build social capacity

16. In which area of Buckinghamshire do the beneficiaries of this loan live?

17. Do you have a bank account in the organisation's name?

Yes	No
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Account Name:

Name and address of bank:

Who are the signatories to the account?

Name

Position in group

Name Position in group

18. Declaration

I am authorized to make this declaration on behalf of my organisation.
I agree to use the loan solely for the purpose set out in this application form and to comply with any terms and conditions of the loan award. I agree to participate in monitoring, auditing and evaluation related to this loan and for my details to be passed to Community Impact Bucks to enable them to carry out a Health Check.

Name	Signature
Position in Organisation:	Date:

Heart of Bucks will record the details you have entered on this form on our database to enable us to administer your application and will contact you using the information provided.

If you are happy to receive other emails from Heart of Bucks in future with information about our funding programs and events please tick here:

Please return the completed, signed application form together with:

- your accounts for the last three years
- your organisation's constitution
- your budget sheet and project plan (if appropriate)

By post to:

Heart of Bucks, Sunley House (4th Floor), Oxford Road, Aylesbury, Bucks, HP19 8EZ

Or Email to: Grants@heartofbucks.org

Your application can only be considered with the supporting documentation

What happens next?

If we have any questions about your application we will contact you within two weeks. Otherwise we aim to let you have a decision on your application within three weeks.