



# Application Form

## Refugee & Asylum Seeker Communities Small Grants

**Name of Applicant**  
(Group or Organisation)

**Contact Address**  
(For Correspondence)

**Contact Phone No.**

**Home**

**Mobile**

**E mail address**

**Description and aims of your organisation**  
*What do you do?  
What services do you deliver?  
Which communities do you support?*

What would you like funding for?

**Who will benefit?**  
*How many people?*  
(If you don't know, please estimate)

How many refugees or asylum seekers will benefit from this funding?

**Needs identified**  
*How do you know people need your project/activity?*

**Difference made**  
*What difference will your project/activity make to your community? Please include how it will help your future development*

**What will the funding do?**

*Please tick any that apply*

Support Volunteering projects	
Fund ESOL/conversation classes	
Support an integration project	
Raise awareness of needs of refugees and asylum seekers	
Develop the group's capacity, e.g. room hire, volunteers expenses, development of the group	
Other	

**Amount requested**

**Total Cost of Project**

**Other funding**

Not needed

In place

Applied for

<b>Budget Summary</b> <i>List what items you are requesting funding for.</i>  <i>Single items over £250 require 2 quotes</i>	<b>Item</b>	<b>Amount</b>	<b>Item</b>	<b>Amount</b>

**Details of person completing form**

Name

Signature

**Position in group**

**Contact details of another person in your organisation**

**Name:**  
**Email:**  
**Mobile:**  
**Position in Group:**

**Do you have Public Liability Insurance? .....**

**IMPORTANT NOTE:**

Please include the following documents with your application:

- Constitution
- Equality & Diversity policy
- Most recent annual accounts
- Safeguarding Policy

If you do not have these documents, please contact:  
Debbie Royle – COI Partnership Development Coordinator,  
Tel: 0115 9601230, E-mail: [Debbie.royle@nottsrefugeeforum.org.uk](mailto:Debbie.royle@nottsrefugeeforum.org.uk)  
OR  
NCVS Group Support, Tel: 0115 9348405  
E-mail: [groupsupport@nottinghamcvcs.co.uk](mailto:groupsupport@nottinghamcvcs.co.uk)



**Nottingham  
City Council**

## **BANK DETAILS**

**Name of Group**  
*(Please complete)*

Grants are paid by BACS Transfer directly into your organisation's bank account. Please ensure the details you give below are correct or payment of your grant may be affected.

Name of Bank

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Bank Address

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Post Code

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Bank Sort Code

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Account **NAME** to be credited

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Account **NUMBER** to be credited

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Please return this form to:

**Debbie Royle**  
**Partnership Development Coordinator**  
**NNRF**  
**The Sycamore Centre**  
**33a Hungerhill Road**  
**Nottingham**  
**NG3 4NB.**  
Email: [Debbie.royle@nottsrefugeeforum.org.uk](mailto:Debbie.royle@nottsrefugeeforum.org.uk)