

THE GLOBAL MAJORITY FUND

Supporting The Caribbean and African Community in Greater Manchester 2021-2022

**VIDEO APPLICATIONS**

Please fill in this short application form and send us a link to your video application.

You should not attach the actual video file, but a link to YouTube, Vimeo or another online platform where your video can be accessed. *Please do not password protect the video, we reserve the right to not review the video if it has been password protected.*

**Please note:**

* If you are applying for a £5,000 grant then your video should not be longer than 8 minutes
* If you are applying for a £10,000 grant then your video should not be longer than 10 minutes
* If you are applying for a £15,000 grant then your video should not be longer than 12 minutes

Don’t send us longer films, as they won’t be watched. The content of the film is more important than the quality. We are very happy with films created on phones, or using basic software.

Films can be in English or French.

Please note this should not be a generic video about your organisation’s work, but one which specifically tells us about how you would use this funding.

**Films should:**

1. State the name of the organisation (and any partners)
2. Give a brief summary of your organisation’s activities over the past year including what type of work you have done, who you have worked with and what you have achieved
3. Tell us about your proposed activities including what you are going to do, who with and how. Be specific and include numbers where appropriate. Your activities must support the objective of the grant programme to increase the wellbeing of communities of Black and African people in Greater Manchester
4. Tell us about other organisations that you will work with to enhance the impact of your activities
5. How you will ensure that you can deliver your activities including your management approach and experience of managing similar activities to the ones you are proposing.
6. Explain how you will ensure the safety of people who use services and people who work of volunteer for you.

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| **Insert link to your video here:** |  |

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| **Can I apply?** |

**We can only accept applications to this programme from organisations that meet the criteria below. Please use the checklist to make sure you are eligible to submit an application.**

**Is your group a voluntary, community sector or social enterprise organisation?**

**To apply for this grant your organisation must:**

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| Be Caribbean or African led |  |
| Be based in Greater Manchester |  |
| Have a an annual turnover of less than £500,000 in the last financial year |  |
| Have at least 3 directors/trustees/board members who are not related to each other |  |
| Have a bank account with 2 unrelated signatories (or alternatively the money can be held by another organisation) |  |
| Not distribute surpluses or assets through share dividends to individuals or shareholders |  |
| a safeguarding policy |  |
| Be able to provide bank statements covering a recent 3 month period or accounts |  |
| Have a governing document (e.g. constitution or memorandum and articles ) |  |
| Have relevant Insurance |  |
| Have evidence of significant recent provision of services to Greater Manchester residents |  |
| Agree to pay, at a minimum, the living wage (£9.50/hr) to all staff employed through this funding. |  |
| **IMPORTANT – if you have not been able to tick all the boxes above, we won’t be able to consider your application and you should not fill in the rest of this application form!** |  |

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| **Section 1: About you** | | | |
| **1.1** Organisation Name |  | | |
|  | | | |
| **1.2** Contact Details | Lead Contact | | Secondary Contact |
| Name: |  | |  |
| Role in organisation: |  | |  |
| Telephone number (must be different for the two contacts): |  | |  |
| Email address (must be different for the two contacts): |  | |  |
| Organisation postal address (including postcode) |  | | |
|  | | | |
| **1.3** Date your organisation was established | |  | |
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| **1.4** What type of organisation are you? *(tick all that apply)* | | X | Organisation Number ***(insert number where applicable)*** |
| Unincorporated Association with a constitution | |  |  |
| Company Limited by Guarantee | |  |  |
| Registered Charity | |  |  |
| Charitable Incorporated Organisation | |  |  |
| Community Interest Company (limited by share (schedule 2 with 100% asset lock) | |  |  |
| Community Benefit Society | |  |  |
| Cooperative Society | |  |  |
| Other *(please specify)*: |  |  |  |

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| **Section 2: About your project** |

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| **2.1 Activities coverage** Which areas do your beneficiaries mainly come from? Tick up to 3 boxes | | |
| **Borough / City** | **Tick** | **Area(s) within Borough / City** |
| Bolton |  |  |
| Bury |  |  |
| Manchester |  |  |
| Oldham |  |  |
| Rochdale |  |  |
| Salford |  |  |
| Stockport |  |  |
| Tameside |  |  |
| Trafford |  |  |
| Wigan |  |  |
| Greater Manchester |  |  |

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| **Section 3: Your project costs** | |
| **3.1** You must apply for a grant of exactly £5,000, £10,000 or £15,000. State what you will use the grant for: | |
| Expenditure (please itemise) | Amount |
|  | £ |
|  | £ |
|  | £ |
|  | £ |
|  | £ |
|  | £ |
|  | £ |
|  | £ |
|  | £ |
|  | £ |
|  | £ |
|  | £ |
|  | £ |
| Total cost (inc VAT) | £ |
| **Global Majority Fund amount applied for** | **£\_\_,000.00** |

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| **3.2 How have you worked out your costs?** Explain the thinking behind your costs and how they represent good value. Where you have included a contribution to core costs explain how this has been worked out. **(100 words)** |
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| **Section 4: Management** |

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| **4.1 How do you look after the wellbeing of your staff and volunteers and support their learning?** (Answer only for grants of £10k and £15k) |
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| **4.2 What local suppliers of goods and services do you use on a regular basis?** (Answer only for grants of £10k and £15k) |
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| **4.3 What steps have you taken to ensure that your organisation is inclusive?** (Answer only for grants of £10k and £15k) We want to know about both you organisations and the services that your run and what you do to encourage inclusion of both men and women, LGBTQ people, people with disabilities, people of all ages. |
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| **Section 5: Declaration** | | | |
| I declare that the information given on this application form is accurate to the best of my knowledge and that I am authorised to submit this application.  I understand that I must notify Macc of any significant changes to the application and that misleading information can invalidate this application. | | | |
| **Data Protection:** the General Data Protection Regulation (GDPR) and Data Protection Act 2018 protects personal data. The purpose of the Act is to protect the rights and privacy of individuals to ensure that ‘data controllers’ cannot process personal data without their knowledge and, wherever possible, cannot process personal data without their consent.  The Act requires CAHN and Macc to register the fact that we hold personal data and to acknowledge the rights of ‘data subjects’. For the purposes of this grants programme, ‘data subjects’ are the trustees, staff and volunteers of the applicant organisation. They have the right to copies of the data we hold about them and to know that we are processing it lawfully.  For the purposes of this grants programme and GDPR, Macc and CAHN are ‘data controllers’.  Macc re-registers its Information Commissioner Office reference (Z9595019) annually on 10 September. CAHN re-registers its Information Commissioner Office reference (TBC) annually on TBC.  We will use the personal data that you have provided only for processing your grant application. We will not disclose it to any other organisation for any purpose other than in relation to suspected fraud or statutory requirements for disclosure.  For more information on how Macc processes data, go to <https://bit.ly/3bhHGOt>.  For more information on how CAHN processes data, go to TBC. | | | |
| **Signatory** *(This must be the lead contact named above.)*  I understand you may contact me during the grants selection process and I confirm I am authorised by the organisation for this purpose and that you may rely on any further information supplied by me. | | | |
| Name *(actual signature is not required):* |  | Date: |  |
| **Before submitting this form, please check that you have answered every question.**  **The deadline for applications is midnight on Sunday 4 July 2021.**  Please email your completed form to [grants@cahn.org.uk](mailto:grants@cahn.org.uk) | | | |