**Healthy Weight Strategy Community Activity Fund Application Form**

**Supporting families to lead healthier lives (grant awards up to £4,000)**

**Section 1: Applicant details**

1. Please provide your contact details.

|  |  |
| --- | --- |
| Contact name |  |
| Organisation name (current or proposed) |  |
| Project name |  |
| Address, including postcode |  |
| Telephone number |  |
| Email address |  |
| Organisation's website address (if applicable) |  |

**Neighbourhood targeting:**

1. Which neighbourhood(s) from the list below will benefit from your proposed project?

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| *North locality* | | *Central locality* | | | *South locality* | | |
|  | Cheetham and Crumpsall |  | Ardwick and Longsight | |  | Fallowfield (Old Moat) and Withington | |
|  | Higher Blackley, Harpurhey and Charlestown |  | Chorlton, Whalley Range and Fallowfield | |  | Didsbury (West and East), Burnage and Chorlton Park | |
|  | Miles Platting, Newton Heath, Moston and City Centre |  | Gorton (North and South) and Levenshulme | |  | Wythenshawe (Baguley, Sharston and Woodhouse Park) | |
|  | Ancoats, Clayton and Bradford |  | Moss Side, Hulme and Rusholme | |  | Wythenshawe (Brooklands) and Northenden | |
|  | Citywide or community of interest (please describe) | | |  | | |

**Section 2: Proposal**

Simply tell us what you want to do and why, how you know there is a need, who the project is for, what difference you think it will make, and which of the four strategy strands your project supports delivery of:

* Food & Culture
* Physical Activity
* Neighbourhood & Environment
* Prevention & Support

|  |
| --- |
| Maximum 1,000 words |

**Your Budget - Please breakdown the costs involved in your project**

For example:

1 craft tutor at £15 per hour, 2 hours a week for 4 weeks = £120

Room hire at £25 a week for 4 weeks = £100

|  |  |
| --- | --- |
| **Item Description** | **Cost (£)** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
| **Total Cost** |  |

**Payment**

We want to pay your investment into a community or organisation bank account and therefore must be a Manchester City Council vendor. We cannot pay money into a personal bank account.

If you do not have access to your own community/organisation bank account but another host organisation has agreed to hold your funds we will need the following details:

**Name of holding organisation:**

|  |
| --- |
|  |

**Contact details of holding organisation:**

|  |  |
| --- | --- |
| Contact name |  |
| Address, including postcode |  |
| Telephone number |  |
| Email address |  |

This is signed in agreement to hold an investment on behalf of the project group named above, and all money received will be spent as outlined on this form.

**Signature of holding organisation:**

|  |
| --- |
|  |

**Terms and Conditions for Project Investment**

This should be completed by the contact person who is leading this project.

If this is a partnership application, you must gain agreement from all partners named on the application.

I declare that I have made an agreement with Manchester City Council to take responsibility for each of the following conditions associated with an investment:

• Ensuring the money is spent as set out in this application and checking with Manchester City Council before any alterations are made to how it is spent.

• Returning to Manchester City Council any part of the investment money that is not needed for its intended purpose.

• Starting to spend the investment within 2 months of the money being paid and not before the investment has been received.

• Ensuring that your project has all relevant policies and procedures in place regarding safeguarding and the safe deliverance of your activities.

• If your project works with children or vulnerable adults, it may be necessary for paid staff and volunteers to undergo Disclosure Barring Service checks.

• Ensure that any posters/promotional material you have produced for your invested project have the Manchester City Council logo on.

• Complete a short write up or case study once you have finished spending your investment to share the positive outcomes.

• Provide photographs, videos or any other evidence that can show the difference your project is making – you will need to gain consent from those in any photographs/videos before sharing them with us as they may be used on our promotional material and or sent to our funders. Please ask your contact at Manchester City Council for photo consent forms.

• If you have any difficulty providing any of the required information described above, contact your host organisation.

**Group/Project Name:**

**Group/Project Lead Print Name:**

**Date:**

**Signature:**