## Organisation Details

|  |  |  |  |
| --- | --- | --- | --- |
| Organisation Name |  | | |
| Contact Name |  | | |
| Is your organisation based in Babergh or Mid Suffolk? | |  | |
| Postcode |  | Phone Number |  |
| Email Address |  | Website |  |
| Organisation Address |  | | |

## Organisation Status

|  |  |
| --- | --- |
| How is your organisation constituted?   * Community Interest Company * Community Benefit Society * Social Enterprise * Other (add detail below) | |
| Please specify from the above list: | |
| Companies House Number or Registered Trust Number if applicable |  |
| If a Community Interest Company, is your organisation limited by shares or guarantee (please specify)? |  |
| Date of Registration |  |

## Financial Information

|  |  |  |  |
| --- | --- | --- | --- |
| Please provide information about your previous financial year end, and enclose a copy of your accounts alongside your application. | | | |
| Total Income | £ | Total Expenditure | £ |
| Surplus/carry forward into current financial year | £ | Total Grant Aid received in 2023/24 | £ |

|  |  |  |  |
| --- | --- | --- | --- |
| Does your organisation have reserves (Yes or No)? If yes, please detail below | |  | |
| Unrestricted | £ | Restricted | £ |

## VAT

|  |  |  |  |
| --- | --- | --- | --- |
| Can you reclaim VAT? |  | VAT Registration Number if applicable |  |

## Policies

|  |  |
| --- | --- |
| Does your organisation have the following policies in place? Yes, No, or Working Towards | |
| Equal Opportunities |  |
| Health and Safety |  |
| Adult and Child Safeguarding |  |
| Environmental |  |
| Financial Payments |  |

|  |  |
| --- | --- |
| Does your organisation serve all sectors of the community irrespective of political, religious belief, ethnic origin etc.? |  |

## Project Details

|  |
| --- |
| Describe the background to your organisation, how it has developed and how the need for support has been identified |
|  |

|  |
| --- |
| What training and support are you applying for funding towards? |
|  |

|  |
| --- |
| How will your organisation benefit from support provided, and what will happen to your organisation if support is not provided? |
|  |

|  |
| --- |
| Describe the market need for your organisation within Babergh and/or Mid Suffolk, identifying your target market |
|  |

## Priorities and Outcomes

|  |  |
| --- | --- |
| The Social Enterprise Support Fund priorities are detailed in the below table. Please outline how you anticipate the funding you’re applying for will enable you to develop as an organisation.  These priorities are included on the Social Enterprise Support Fund Guidance on our websites: [Babergh](https://www.babergh.gov.uk/web/babergh/w/support-for-social-enterprises) and [Mid Suffolk](https://www.midsuffolk.gov.uk/web/mid-suffolk/w/support-for-social-enterprises).  Not all priorities will be applicable to your project or organisation. | |
| Building sustainable, profit-making social businesses |  |
| Supporting the establishment of new social enterprises |  |
| Supporting existing social enterprises in diversifying or extending their offer to customers and communities |  |
| Supporting those creating change in their local communities |  |
| Increased capacity and aspiration for organisational development |  |
| Social enterprises and charities are investment ready and more resilient |  |
| Improved general capacity and capability as organisations, in particular in boosting management skills and knowledge |  |
| Developing the local social economy through the creation of new jobs |  |

|  |  |  |
| --- | --- | --- |
| Using the boxes below, set out up to two outcomes you hope to achieve as a result of our funding. Please use no more than 25 words to describe each one.    If your application for funding is successful, it gives us an agreed framework within which we can monitor progress.    Your outcomes should align with one or more of the above Social Enterprise Support Fund priorities.    Please also provide no more than 2 progress indicators for each outcome, each of which to be described within one sentence. An indicator defines how a piece of information can be assessed or measured to show whether outcomes have been met. | | |
| **Outcome 1** | **Outcome** |  |
| Indicator 1 |  |
| Indicator 2 |  |
| **Outcome 2** | **Outcome** |  |
| Indicator 1 |  |
| Indicator 2 |  |

## Costs

|  |  |
| --- | --- |
| Please provide a breakdown of costs, including travel costs if required. Please also provide evidence as to how these costs have been calculated.  For example, training and consultancy fees, increasing social impact, support with strategic thinking and development, or effective communication.  You can request funding for a proportionate share of your organisation’s true costs for undertaking any support provided, such as travel costs or staff time. | |
| Cost | £ Amount |
|  | £ |
|  | £ |
|  | £ |
|  | £ |
|  | £ |
|  | £ |
|  | £ |
|  | £ |
|  | £ |
|  | £ |
| Net Cost | **£** |
| VAT | **£** |
| Total Cost | **£** |
| Amount being applied for from the Social Enterprise Support Fund | **£** |

## Additional Documentation

|  |  |
| --- | --- |
| Please submit alongside your application form any other documentation that may assist us in assessing your application. This includes accounts. | |
| Have accounts been submitted alongside this application? |  |

## Subsidy Control (Formerly State Aid)

|  |  |
| --- | --- |
| The EU State aid rules no longer apply to subsidies granted in the UK following the end of the transition period, which ended on 31 December 2020. This does not impact the limited circumstances in which State aid rules still apply under the Withdrawal Agreement, specifically Article 10 of the Northern Ireland Protocol. The United Kingdom remains bound by its international commitments, including subsidy obligations set out in the Trade and Cooperation Agreement (TCA) with the EU.  Babergh and Mid Suffolk District Councils will be providing this grant to your organisation as a Minimum Financial Assistance (MFA) subsidy under the Subsidy Control Act (2022).  MFA subsidy limit is £315,000 over a three-year period (including your current financial year and the previous two financial years).This means that all subsidy received by your business/organisation over the last three years, including the total requested from this grant fund, should not exceed a total of £315,000. | |
| Has your organisation received in the last three years, or are you currently applying for, any grants or Subsidies/State Aid?  *This includes any public funded grants (including from national bodies), Mid Suffolk District Council Community Grants/CIL, National Lottery, business rate discounts, Growth Hub business support etc.* |  |

|  |  |  |
| --- | --- | --- |
| If yes, which grants have been received? | | |
| Grant | Amount | Year |
|  | £ |  |
|  | £ |  |
|  | £ |  |
|  | £ |  |
|  | £ |  |
|  | £ |  |

## Declaration

Please ensure that this application is signed and dated.

I confirm that the MFA threshold has not and will not be exceeded by the enterprise receiving the proposed assistance.

I declare that I am authorised to make this Grant application on behalf of the above organisation and that the information given is correct and complete.

I understand that a member of the Grants Team may contact me if information is missing.

I understand that you will use the information I have provided to assess and process the Grant application. You may check some of the information with other sources within the Council, other Councils and Government departments. You may also get information from other organisations to make sure the information is accurate.

I understand that should our application be accepted, UK Government branding guidelines will be adhered to.

|  |  |  |  |
| --- | --- | --- | --- |
| Signature |  | Name |  |
| Position |  | Date |  |

## Completed Forms

Please return the completed form by email to [BMSDCGrants@baberghmidsuffolk.gov.uk](mailto:BMSDCGrants@baberghmidsuffolk.gov.uk)

Alternatively, please return by post to the following address:

The Grants Team - Communities

Babergh and Mid Suffolk District Councils

Endeavour House

8 Russell Road

Ipswich

IP1 2BX

## Data Protection Notice

Any personal information processed by Babergh and Mid Suffolk District Council arising from Community Grant Fund Application will be protected in accordance with the Data Protection Act 2018.  For more information on how we process your personal information or for information regarding Babergh and Mid Suffolk Councils Data Protection Policy and your right to information go to <https://www.babergh.gov.uk/privacy-policy1>

If you are part of the Voluntary, Community and Social Enterprise (VCSE) Sector further support is available from Community Action Suffolk (CAS) which includes:-

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