

2.5	How will you know that your project has worked?	This question wants to know how you will collect information to show that the project has worked or not. Can you take photographs of the young people working on this project, or once the project has finished can each volunteer write a short paragraph explaining what benefits they gained from taking part in this project. Can you show how many of the young people are now keeping in contact with their new found friends via MSN, emails or meeting up socially.
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2.6 How much money do you need? £ _____

This figure must be the total amount, remember to include the VAT. Please round up the figure e.g if it costs £25.47 round up to £26.00. There is no upper limit, but small applications will be more favourably looked at..

2.7	What is the money for? You need to list each item and its cost, again remember the VAT , you should put in the total amount for each item including VAT. List all the items you would like. We haven't got a lot of money to give away, so the panel will decide which bits they are able to pay for (if they like your project!)	
	Item	Cost
		£
		£
		£
		£
	Total applying to Russell commission grant for:	£

To enable GAVO to keep an audit trail, you need a Constituted Voluntary Organisation to hold the grant on your behalf. If this is a problem, GAVO can hold the grant money for you, you will need to send the invoices to Grants Co-ordinator for payment. You must get the permission of the organisation to act on your behalf please get that person to sign etc the form below. If you or the members of your group are aged under 18, please provide the contact details of a responsible adult linked to your group, and their details are put in this section.

Name:	
Name of Organisation:	
Contact Address:	
Telephone/mobile/text:	



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Welsh Assembly Government

Email: _____

I hereby agree to be the Grant Recipient Body on behalf of : _____

Signature: _____ Dated: _____

Name of Organisation I represent: _____

When you have completed the form remember:

- The form has been completed clearly. It can be typed, or hand written in black biro.
- Make sure the form is signed by yourself and a member of a Constituted Voluntary Organisations.
- All the questions have been answered.
- The Data Protection Act 1998 section of the form has been signed and dated.
- You will receive a response in writing within 6 weeks of the panel meeting. The decision of the panel is final. There will be no verbal communication on the outcome of the panels decision. There is no appeals procedure.

Please sign the form. The First signature must be the same signature as the person who has filled out this form, and is named in question 1.2 of this form. The Second signature must be of somebody else within your Committee or group that knows about this grant application

3. First Signature of Contact for this application: _____ Age: _____
Second Signature for this application: _____ Age: _____

Date

Please look at the Data Protection Section of this form, and if you agree to the above use of your data and I confirm that to the best of my knowledge and belief, all replies given on this application form are true and accurate.

Data Protection Act 1998. The information given will be entered and processed on computer by GAVO; the forms will also be kept. The information will be used by GAVO for administration purposes of the grant scheme and for the monitoring and promotion of the voluntary sector in GAVO. Personal data is limited to contact names, position, address, telephone and other contact numbers, organisation and project; it may be considered as sensitive personal data where the organisation/project is involved with matters relating to race, ethnic origins, politics, religions or similar beliefs, physical, mental health or sexual life.

Part or all of the information you provide us with will be held on computer. This information will be used for the administration of applications and grants and for producing statistics. Copies of this information will be provided, when necessary to individuals and organisations that GAVO consults with when assessing applications and grants.

Contact details will only be disclosed to third parties for the following purposes: to enable GAVO to process your application; to enable county voluntary councils to monitor local funding; to announce successful projects, and to promote the Russell Youth Led grant scheme generally via press releases and other bona fide promotional activities including placement on GAVO's website and GAVO.



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Please **sign** to show that you **agree** to GAVO using your data in this way.

I agree to the above use of my data and I confirm that to the best of my knowledge and belief, all replies given on this application form are true and accurate.

Signed: _____ Date: _____

Please return the completed application to:
Sandra Davies, Grants Co-ordinator, GAVO, Unit 1A, First Floor, Withey Dyffryn Court, Dyffryn Business Park, Ystrad Mynach, Hengoed CF82 7RJ
You must spend this grant by 31st March 2011

Further copies of the application form and guidelines are available from: Sandra Davies (Address and contact information above).

STUCK? Help available - please ring us on one of the numbers or email addresses below :-

Sian Sweet	Blaenau Gwent	01495 315626	Sian.sweet@gavowales.org.uk
Bev Mallett	Caerphilly	01443 863540	Bev.mallett@gavowales.org.uk
Clare Jones	Newport & Monmouthshire	01291/672352/ 01633 241554	Clare.jones@gavowales.org.uk
Sandra Davies	Grants Co-ordinator	01443 863540	Sandra.davies@gavowales.org.uk

If you would like any help or advice on this grant please do not hesitate to contact Sandra Davies, Grants Co-ordinator on 01443 863540 or any of GAVO GwirVol Officer whose details are attached.