

***(SECTION 1 see note 1) to be completed by ALL applicants***

**Name of Individual:** ……................................………………………..……..………....…..

**Address:** ............................……………………………………………………………….….

....................................................................................……………………….......…..…......…

…………………………………………………………. **Postcode:** ….………..…...……..

**Tel No Home:** ................………...…………………. **Work:** ……..….…....….….........…

**E-Mail Address:** …………………………………………………………………….…..…..

**Date Of Birth:** ………………………………………………....…..……

**Name of Club/Organisation(s) of which you are a member:**

…………………………………………………………………………………….……….…..

**Position in Organisation:** ........................…………….......................................……...........

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Have you applied to any other body for assistance in respect of your activities?  
Yes / No If yes, provide the following details:**

**Date of Application:** …………………………………..……………………………………..

**Grant Awarded:** ...…………………………………………………………………………..

**Awarding Body:** ……………………………………………………………………………..

Office use only: Forms must be kept for the financial year the claim is made and 6 further years

|  |  |
| --- | --- |
| **For Official Use Only** | |
| **Date Received:** |  |
| **Serial Number:** |  |
| **Ward** |  |
| **Date of Decision:** |  |
| **Amount Awarded:** |  |
| **ERP Serial No:** |  |
| **Date Paid:** |  |
| **Signature of Officer:** |  |
| **Signature of Manager:** |  |

The grant must only be used for the purpose for which it was approved by Fife Council. Monies from only one Fife Council grant scheme can be used for any project. The individual will provide such financial or other information as Fife Council may request. ***Grants will not be awarded retrospectively***, ***i.e. we do not refund costs that were incurred prior to the date the application was received in this office.***

**I certify that all the information given in this form is, to the best of my knowledge, correct. I have read, and agreed to comply with, the above conditions.**

**Signed:** ...................................................................………............ **Date:** ......………………………..……….………….....…

**(If applicant is under 18, the form must be signed by an adult) Relationship:** ...……………………………………..…..

***(SECTION 3 ENDORSEMENT see Note 3)***

***I certify that*** *…………………………………………………………………………………………………………..……….………………………..*

*………………………………………………………………………………………………………………………………………………....………..….*

***Signed:*** *…………………………………………..………………* ***Name:****……………………………………………………………………………..*

*(BLOCK CAPITALS)*

***Designation:*** *………………………….……………………...………...…………………………………………………………………………………*

***Name of Organisation:*** *…………………………………………………….……………………..……………………………………………………*

***Address:*** *……………………………………………………………………….………………………………………….…………………….…………………….*

*………………………………………………………………………………………………..……………………………………………………..…..….*

***Tel No:*** *………………………………..………………* ***Date:*** *………………………………………………..*

***(SECTION 2)***

**TERMS & CONDITIONS OF FIFE COUNCIL GRANT**

COMMUNITY GRANTS SCHEME

INDIVIDUAL YOUTH WORK APPLICATION FORM

|  |  |  |
| --- | --- | --- |
| **(Section 4) To be completed by Youth Work Grant Applicants** | | |
| Provide details of proposed International Experience (including breakdown of costs) |  | **£** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
| TOTAL |  |
| Provide details of Training Event/Course (including dates, organisers and breakdown of costs) |  | **£** |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
| TOTAL |  |

|  |  |  |
| --- | --- | --- |
| **Name of your Bank/Building Society:** |  | |
| **Name of Bank Account Holder:** |  | |
| |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | **Sort Code** |  |  |  |  |  |  |  | **Account No.** |  |  |  |  |  |  |  |  | | |  |

Please give details of any fundraising carried out and amount(s) raised:











**Amount requested from Fife Council £ ……………………..**

**(Section 5) Finance Details**

**IMPORTANT NOTE**

**Please note that applicants will be allowed 2 consecutive awards, then a rest year will be expected before they can reapply for funding assistance.**

Are you or a member of your immediate family an elected member or officer of Fife Council: Yes/No

Name Service Relationship to you

NOTES FOR GENERAL GUIDANCE

***(\*\* Please read prior to completing your application \*\*)***

1. Our vision is of a Fife that is ambitious, highly skilled, creative, caring and able to make and take advantage of opportunities. Ambitious, not just to help each individual achieve what is best for him or her, but ambitious to improve our environment, the health of Fifers, the quality and performance of all public services, Fife's economy and infrastructure and quality of life for all our communities.

The Council’s leadership is extremely ambitious for Fife and its people. This ambition is reflected in the Council’s Strategic Priorities:

* Improving educational attainment and achievement for all.
* Making Fife the leading green Council in Scotland.
* Inproving local conditions for economic development.
* Increasing access to housing.
* Improving community safety.
* Targeting support to vulnerable people.
* Improving sport, leisure and cultural opportunites.

1. ***Sections 1 and 2*** should be completed by **All** applicants.

3. ***Section 3*** should be completed by an official of the Organisation with whom the applicant is involved.

4. ***Section 4*** should be completed by Individuals applying for assistance through the **Youth Work Volunteering Training Grant** or the **International Youth Experience Grant**.

5. ***Section 5*** should be completed by **All** applicants. If you have your own bank / building society account, please fill in the details so an approved award can be paid direct into your account.

**Please note:** awards for individuals cannot be paid into an organisation’s bank account.

**6. GRANTS WILL NOT BE AWARDED RETROSPECTIVELY *i.e. we do not refund costs that were incurred prior to the date the application was received in this office.***

**7. The information provided by you on this form will be used by Fife Council in order to process your application. It may be shared with FVA, NHS Fife and other local authority services or external funders and information will be obtained from your application. Further information on how your information is used and why can be found by contacting Fife Council’s Data Protection Officer at: dataprotection@fife.gov.uk”.**

HOW TO APPLY

Please email your completed application to [community.grants@fife.gov.uk](mailto:community.grants@fife.gov.uk) or send to the postal address below:

Mandy Rossiter, Community Grants, Community Investment Team, Fife Council Communities & Neighbourhoods,  
Rothesay House (F2 South), Rothesay Place, Glenrothes, KY7 5PQ