



SHREWSBURY TOWN COUNCIL COMMUNITY GRANTS FUND APPLICATION

Please answer all questions which are relevant to your organisation – failure to do so may result in a delay in the determination of your application

PROJECT (In no more than 25 words)	Shrewsbury's Multicultural Fun Day	GRANT AMOUNT REQUESTED	£ 750
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Contact Details

Q1 Name of organisation making application: Shrewsbury Interfaith Forum

Name of contact for this application

Title: [REDACTED] First Name: [REDACTED].....Surname: [REDACTED].....

Position held in the organisation [REDACTED]...Contact Address, including full postcode:

[REDACTED]

Contact Telephone Number: [REDACTED].....

Email address: [REDACTED]

About your organisation

Q2 What type of organisation are you?

Tick (✓) relevant category:

Registered Charity: () Charity Registration Number

Voluntary Organisation: (x)

Company Limited by Guarantee: () Company Number

Other – Please specify:

Q3 When was your organisation established?

December 2009.....

Q4 Briefly describe your organisation.

Describe your organisation, including how many members/users you have, whether there is a subscription fee and the usual activities/services you provide.
If you are a new organisation, describe the services/activities you plan to provide.

In December 2009, the minister of Shrewsbury United Reformed Church was talking to some of the Muslims who use a room at the church for Friday prayers. They all felt that it would be good to get to know each other better and so the Shrewsbury Interfaith Forum was born. The aim of the Forum is to break down divisive stereotypes by listening to each other, by sharing our understanding of faith and by getting to know people rather than make assumptions about each other's faiths.

There is one off membership fee of £5.00 to becoming a formal member of the interfaith forum, however, this is not compulsory and people can attend meetings and events without paying the fee. We currently have approximately 40 members of the forum and representative from Islam, Christianity, Judaism, Bahá'í, Buddhist and Humanist as well as those that do not follow any particular religious tradition.

Q5 If you are a subsidiary of a larger organisation, please state which one.

N/A.....

Q6 Does your organisation have an agreed Constitution or Memorandum of Association?

Please state which and attach a copy:

Yes.....

Q7 What is your primary source of funding?

We are primarily funded through that activities of forum, which are mainly donations and fundraising. We also source funds through grants, however this has reduced over the past 4 years.

Details of the project or activity you are planning

Q8 Describe the projects/activity you plan to use this grant for.

i) Try to be specific about what you will do and how you will do it.

The Multicultural Fun Day will take place at the United Reformed Church at Colham Head as it is relatively central and well established as a community venue. It is also where the Shrewsbury Inter-faith has been meeting for over that last 6 years.

The main activities planned for the day are:

- Performances – Street band, Chinese dancing, Choir, Bhangra dancers, Greek music and dancing
- Information stands from statutory and local organisations
- Table of information on the world religions based in Shrewsbury
- Refreshments including: Indian food and Eastern European cakes
- Art workshops
- Henna

The event will be held both indoor and out and a MC will be time-tabled throughout the day to allow people to both be informed and enjoy all elements of the day.

ii) Please state how you have identified this need and how the project will benefit the people of Shrewsbury, together with the estimated time span. If you are seeking continuation funding for this project, please provide evidence for this continued need.

This will be the 6th fun day that we have arranged and each year we undertake an evaluation with the community to ask their views about the event. The feedback is always positive and an ongoing theme from the community is the importance of community cohesion, at a time when Islamophobia is in the national press daily.

iii) How many people from the Parish of Shrewsbury do you expect to benefit directly from your project or activity?

800

Q9 What criteria will be used to measure the success of the project and how many people from the Parish of Shrewsbury do you expect to benefit from it?

We will ensure that as many people as possible complete evaluation forms about the event (2015 attached) so that we can make improvements for future years. We expect a minimum of 800 people to attend the event.

Health & Safety

Q10 What, if any, special safety issues are related to your project/activity?

Please provide the following information –

i) What kind of insurance does your organisation have? Public liability insurance ...

ii) Do the leaders have the relevant qualifications and/or experience?

All of the activities that take on the day will be delivered by suitably qualified/experienced people

iii) What policies does your organisation have in place (i.e. Health and Safety, Child Protection/Safeguarding, Working with vulnerable adults, Equal Opportunities, CRB Checks etc.)? *You may be required to submit copies of your policies*

We have adopted Health and Safety, Child Protection/Safeguarding & Equal Opportunities

Funding of your project

Q11 Previous Applications

If you have applied for and received funding from Shrewsbury Town Council in the past please provide details of the amount, the year and briefly what the funding was used for.

Year	Project Description	Award £
2012	Unity project	590
2013	Multi-cultural fun day	700

Q12 Project Funding

Please provide details of the amount of funding you need for your project and give us a breakdown of what the money is for (please enclose any relevant estimates or details).

Tell us the amount of grant requested £ and provide a detailed breakdown as to how you have reached this figure

Project Expenditure Please list all items of expenditure for your project	Amount of Project
Performers	
Bhangra dancers	£450
Street band	£300
Chinese dancers	125
Henna	125
Community art workshop	150
Food	250
PA	100
First aid	100
Publicity	250
Total	£1850

Fundraising	£400
Reserves	£400
Sponsorship	£300
What is the difference? This should be the same as the amount of Grant you are applying for	£750

Q13 Covering a Shortfall

If the Town Council makes an offer less than the amount requested, how will that impact on the Project and how will you cover the shortfall?

If we are awarded we reduced amount of funding we would have to look at the programme we have planned and either reduce on the number of performers or look to see if the event can be funded through a reserves or further fund raising.

Q14 Sustainability

What plans do you have in place to ensure that your organisation becomes more sustainable and less reliant on grant funding, particularly from the Town Council

As a group we are striving to make this event 100% self-funding in the next two years.

We are gradually building up on how frequently we hold fundraising events and how and where we look for sponsorship. It has taken a few year for the group to adapt its thinking, however, each year we are managing to raise more funds toward the even.

Your Accounts

Q15 Please provide the following details from your most recent annual accounts

Total Income	£1222.70
Less Total Expenditure	£1496.90
Surplus / Loss	£274.20
Savings (Reserves, Cash, Investments)	£1351.49

Please provide a copy of your most recent annual audited accounts or, in the case of newly established organisations, the projected income and expenditure for the next twelve months.

You need to include these documents with this application.

Account Details

Q16 Please give us your bank or building society account details

You can only apply for grant if you have a bank/building society account in the name of your organisation. We will only pay grants into an account which requires at least two people to sign each cheque or withdrawal. These people should not be related.

Account name: [redacted]

Bank/building society name [redacted]

Bank/building society address [redacted]

Who are the signatories and what position do they hold in your organisation?

- 1 Name [redacted] Position [redacted]
- 2 Name [redacted] Position [redacted]
- 3 Name [redacted] Position [redacted]

Any Other Information

Q17 Any other information which you consider to be relevant to your application.

Shropshire and Shrewsbury in particular has a rich, but little known, diversity of religious traditions. So often this diversity has been and difference is framed as a negative and something that divides communities. We, at the interfaith forum, see this diversity as a positive and something that adds a richness to communities. Our forum is a vehicle for discussion, opinion and understanding and in the current media climate, which is often divisive, this can only be a good thing.

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Declarations

Q18 Declaration

Please give details of a senior member of your organisation.
For example, this may be your Chairperson, Treasurer or Secretary. They must read the application and sign below. **(This must not be the main contact name in Q1).**

I confirm, on behalf of Shrewsbury Interfaith Forum

That I am authorised to sign this declaration on its behalf, and that, to the best of my knowledge and belief, all replies are true and accurate.

I confirm that I have read the Terms and Conditions set out in the Notes which accompanied this application and further confirm that this application is made on the basis that if successful, the organisation will be bound to use the grant only for the purpose specified in this application, and will have to comply with those Terms and Conditions and any others which the Council might attach to the Grant.

Post held in organisation: [REDACTED]

Title [REDACTED] First Name: [REDACTED] Surname: [REDACTED]

Organisation address:

[REDACTED]

Postcode: [REDACTED]

Telephone: [REDACTED]

Signed: [REDACTED] Date: 22.1.2016.....

Q19 Signature of Person Completing the Application

This must be the signature of the person named in Q1 as the main contact and **not be the same person who has signed in Q18**

I confirm that, to the best of my knowledge and belief, all the information in this application from is true and correct. I understand that you may ask for additional information at any stage of the application process.

Signed



.....Date: 22.1.2016.....

Checklist

1. Have you answered every question?
2. Have all signatures been completed?
3. Have you included a copy of your constitution?
4. Have you included a copy of your most recent audited accounts?
5. Please state any supporting documents you are submitting:

Please return your completed application form to:

Town Clerk
Shrewsbury Town Council
The Guildhall
Frankwell Quay
Shrewsbury
SY3 8HR

Telephone: 01743 281010

Fax: 01743 281051
Email: Helen.ball-stc@shropshire.gov.uk