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| **Strategic Development and Regeneration Services**  **Stalled Spaces Scotland Application** | EDC logo black  C:\Users\AMcIntyr\Desktop\Stalled Spaces 1 Black-01.gif |

**Please note, you can complete this form on your computer or alternatively, print and complete in ink using block capitals.**

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| Organisation /Group Details | |
| **Name** |  |
| **Address** |  |
| **Postcode** |  |
| **Telephone Number** |  |
| **Email/Website** |  |

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| Main Contact Person | |
| **Name** |  |
| **Position in Organisation (e.g. Chairperson)** |  |
| **Address (if different from above)** |  |
| **Postcode** |  |
| **Telephone Number** |  |
| **Email/Website** |  |

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| Main aims/objectives/activities of your organisation/group? |
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| Registration Details: Please provide the following registration number or N/A if not applicable | |
| **Charity Registration No:** |  |
| **Care Commission Registration No** |  |

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| How is your organisation currently funded? |
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| Please indicate the balance in your organisations bank account(s) at the time of application and commitments to be met from it in the current financial year. | | |
| Balance | £ | |
| Commitments (amount and details) | £ | |
| What is the total amount of funding, your organisation has received from the Council in the current financial year and what was/is this being used for? | | £ |
| Purpose of funding | | |
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| Which priority area(s) does your development proposal cover? | | | |
| Registered Vacant & Derelict Land | |  | |
| Land earmarked for development but stalled | |  | |
| Under-utilised open space | |  | |
| Location (including post code) and description of site for proposed project. Please also provide a location plan/map of the site if possible. | | | |
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| Who is the landowner/site developer? | | | |
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| Has a formal agreement been finalised with the landowner/developer or permission granted to improve the site? | | | |
| Yes | No | | Under Discussion |
| If yes, what time period does the agreement cover? Please submit a copy of the written agreement with the application form, as funding cannot be released without it. | | | |
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| If still to finalise, when do you expect a final agreement? | | | |
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| Proposed project details: |
| **What do your plans for the site involve? (***e.g. temporary arts projects, pop up sculpture, outdoor education, event space, play space, pop up park, etc.)* |
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| **What are the benefits of this work?** *(e.g. community interaction, volunteering, training, health and wellbeing, capacity building, employability, etc.* |
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| If you are working in partnership, please list all partners/groups involved in your initiative. |
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| How will your initiative/project be managed and by whom? |
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| Do you require any support or advice to deliver your project? (e.g. skills development, training, mentoring, sourcing additional funding etc.) |
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| PROPOSAL INFORMATION | | | | |
| What is the anticipated total cost of your proposal/project | | | **£** | |
| Total amount of Stalled Spaces funding being applied for? | | |  | |
| **Please provide a full breakdown of how all Stalled Spaces funding will be spent, if awarded** (Please note: you may be required to provide quotes for some items). | | | | |
| Item/ description | Supplier | Quantity | | Cost £ |
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| **Total Costs** | | | | **£** |

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| Please list any other funding secured or applied for (outwith Stalled Spaces Scotland funding) for this proposal/project. | | | | | | | |
| Funder | What activities/items will this money be spent on | | Status of application -approved/rejected/waiting to hear (if waiting to hear, please provide the expected decision date) | | | Amount requested | |
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| Total amount of additional funding applied for | | | | | | **£** | |
| Total amount of additional funding already secured | | | | | | **£** | |
| Will the proposal benefit from any ‘in kind’ support, either from your own organisation or another? | | | | **Yes**  **No** | | | |
| If yes, please provide details of the contribution including, where possible, the monetary value of such | | | | | | | |
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| Do you have adequate insurance cover for this proposal e.g. public liability? | | | | | | | |
| **Yes** | | **No** | | | **Not Applicable** | | |
| If no or not applicable, please indicate why? | | | | | | | |
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| **If approved, what is the estimated start and finish dates for the project** (Please note all awarded Stalled Spaces Scotland funding must be spent by 31st Dec 2016. | | | | | | | |
| Start Date |  | | Finish Date | | | |  |

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| **FUTURE** MAINTENANCE |
| This is an important and integral part of the application and will be considered accordingly, when assessing the application. Please provide a copy of your outline maintenance schedule with the application. |
| What will the on-going physical maintenance and/or removal requirements be? |
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| Who will be responsible for ensuring the maintenance and/or removal takes place? |
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| Who will carry out the actual maintenance and/or removal work? |
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| **PROPOSAL CHECK LIST** | |
| Please use the checklist provided below to make sure you have included all the necessary supporting documents otherwise your application may not be processed. | |
| Current bank statements |  |
| Audited/certified accounts or statement of expenditure, if required |  |
| Constitution or governing body documentation |  |
| Formal agreement or lease with site landowner/developer, if necessary |  |
| Have you read, signed and dated the declaration below |  |

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| **DECLARATION AND SIGNATURE** |
| I confirm that the information set out in this Funding Proposal Form, any appendices and any enclosed accompanying documents are true and correct. |
| I confirm that if a grant is awarded on the basis of this Funding Proposal Form, the funds will be used in accordance with the purposes set out in this proposal. |
| I confirm that if there are any significant changes to the proposal or the project/initiative, East Dunbartonshire Council’s Development and Regeneration Services will be informed immediately. |
| I confirm that the organisation will comply with any monitoring and evaluation requirements as required by East Dunbartonshire Council. |
| Political neutrality. To enable the Council to comply with the provisions of the Local Government Act 1986 (as amended), the Organisation/Individual must give a positive assurance that its activities do not involve publicity which promotes or poses a view on a question of political controversy which is identifiable as the view of one political party. |
| Any funding awarded to the organisation on the basis of this Funding Proposal Form will be subject to Standard Terms and Conditions of grant. Where the organisation provides any personal data (as defined in the Data Protection Act 1998) to the Council in connection with its funding proposal or in the course of reporting project progress to the Council, the Council will use that personal data for purposes of assessing the proposal and ensuring the Organisation’s compliance with these conditions. It may share that personal data with other regulators (including the Council’s and Organisation’s external auditors, HRMC and law enforcement agencies) as well as with the Council’s Elected Members. The personal data may be checked with other Council Services for accuracy, to prevent or detect fraud or maximise the Council’s revenues. It may be shared with other public bodies for the same purposes. The Organisation undertakes to ensure that all persons whose personal data are (or are to be) disclosed to the Council are duly notified of this fact.  Where the organisation processes (or will process) personal data (as defined in the Data Protection Act 1998), it hereby confirms that it has (or will acquire) a valid Notification with the Information Commissioner covering its processing of personal data, including in that Notification the disclosure of personal data to the Council. This requirement shall not apply if the Organisation is, by virtue of the Data Protection (notification and Notification Fees) Regulations 2000 as amended, exempt from the requirement to notify.  I give assurance that the organisation’s activities do not promote or oppose a view on a question of political controversy which is identifiable as the view of one political party. |

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| **SIGNATURE** | |
| The Application Form must be signed by an Office Bearer e.g. Chairperson of Community Group/Committee. | |
| **Signed** | **Date** |
| Please print name and position in Organisation/Group below: | |
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**Other Formats & Translations**

**This document can be provided in large print, Braille or on CD and can be translated into other community languages. Please contact the Council’s Corporate Communications Team at 12 Strathkelvin Place, Kirkintilloch, G66 1TJ, tel 0300 123 4510**

