

MIDDLETON TOWNSHIP FUND 2019/20 APPLICATION FORM



ROCHDALE
BOROUGH COUNCIL

REF

Please read the **Terms & Conditions** and **Guidance for Applicants**. If you need advice or support to complete your application form, please contact Middleton Township Office.

SECTION 1 – NAME OF PROJECT

Name of project

Bowlee Pavilion Office Start Up Grant

SECTION 2 - APPLICANT DETAILS

a) Name of organisation

Bowlee Community Association

b) Type of organisation

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Voluntary/ community	Registered charity	Sports/ leisure club	Limited company	Private company	Social enterprise	Other type

c) Aims and objectives of your organisation and activities or services it provides

The aims of the charity shall be to improve the quality of life of residents in the local area by promoting a spirit of community, improving mental health and wellbeing, preventing social isolation, providing training and volunteering opportunities, providing a community hub, delivering arts and Media based projects which will enhance and sustain the heritage of the Area known as Bowlee and the surrounding township within the borough of Rochdale.

d) Contact name

Mrs Sue Smith

e) Contact telephone

██████████

**f) Contact address and
postcode**

████████████████████
██████████
██████████
██████████

g) Email address

h) Web address

SECTION 3 – ORGANISATION FINANCES**a) Have you applied for or received a Township grant before?** Yes No**b) If you have answered yes to question a), please give details below****c) Does more than 50% of your annual base budget/income come from Rochdale Council?** Yes No**If yes, detail below the amounts received and Council Services providing budget/income to your organisation (a copy of your application will be forwarded to your relevant Link Officer for their comments)****SECTION 4 – PROJECT FINANCES****a) Cost of project**

£1500

b) Amount of grant required

£1500

c) Amount from other sources

£

d) Details of other funding**Funder****What they may fund****Dates of funding decisions****e) Breakdown of proposed expenditure relating to the grant funds required (enclose quotations, cost estimates or extracts from catalogues. At least two quotations will be required for any items to be funded that will cost £1,000 or more to demonstrate value for money. Costs for items to include VAT only if your organisation cannot claim VAT back from HM Revenue and Customs).****Expenditure item****Cost**

Desk

226.00

Computer

635.00

Print paper

14.99

Pack of pens

9.59

Printer

160.80

Inks for printer

105.46

2 x office chairs

142.98

Admin materials

2015.18

TOTAL

£1500 including VAT

SECTION 5 – ABOUT THE PROJECT AND JUSTIFICATION

Details of the proposed project and what benefits will this project bring for participants, organisation, group or wider community?

This will be for a startup grant for the office area of Bowlee Pavilion which is a building that has been stood empty for over 20 years. It is set in a peaceful area surrounded by stunning country side.

We have a license for the building which has been provided to us by Rochdale Borough Council.

We have refurbished the centre with local builders and by delivering a kick start project that trained local young people from the Rochdale area in construction. This project was done in partnership with Riverside Housing Association and Keep Moat Housing Association and small pots of funding from different funders.

We have funding from s106 money to refurb the kitchen and put in a disabled access on the front. The building has just received certificates for the electrics and other health and safety certificates, all the equipment has also been pact testing.

We have now started to focus on the office section. We need the grant for office equipment and materials like paper, writing tools and a printer.

We will then begin projects/activities that will focus on healthy life styles with an environmental sustainable ethos. We aim to work in partnership with other local organisations to grow seasonal local food and cook it in the kitchen for local people as well as this to deliver learning and training projects with a food ethos these will be delivered by agencies like Living Well and Rochdale Council's department for training and skills.

We also aim to be sustainable to do this numerous local people have just applied for funding to Living Well to deliver at the pavilion workshops like arts and crafts, cooking and growing local produce, jam making, sewing, knat and knitter workshops. We plan to sell the items at a craft market that will be based at The Pavilion to run alongside the car boot. We will also cook healthy soups and serve them to local football teams, the bikers that are situated at the back of the building and people who use the park in general. We will also offer training to local people within the Rochdale borough on Food Hygiene, health and safety, counselling, horticulture, gardening and administration. We will do this by working in partnership with organisations that deliver them and offer the free training as we have just done with the kick start project.

The project will bring to life not only the building but also the surrounding area giving the community something to be proud of.

At the moment we are having to work from home and we are struggling to keep up with administration in general.

Project start date	January 2019	Project completion date	July 2019
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Please indicate below the number of members in your group who reside in each Middleton area.

Langley	Hollin	Boarshaw	Alkrington	Moorclose	Junction	Rhodes
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SECTION 6 – SUPPORTING DOCUMENTATION



Please supply the following documents when you submit your application. **IF YOU DO NOT SUPPLY THESE DOCUMENTS, WE WILL NOT BE ABLE TO PROCESS YOUR APPLICATION.** Please tick the boxes to confirm which documents you have attached to this application.

a) Annual accounts and bank statement(s)	<input type="checkbox"/>
b) Constitution/governing document	<input checked="" type="checkbox"/>
c) If your project works with children and young people under 18 years old or vulnerable adults, please confirm your organisation has the following in place:	
Child protection policies and procedures	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> N/A
Disclosure & Barring Service (DBS) checked staff and volunteers	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> N/A
d) Quotes/estimates/extracts from catalogues for proposed expenditure	<input checked="" type="checkbox"/>

SECTION 7 - DECLARATION

We, the undersigned agree to:

- Abide by Middleton Township Funds Terms and Conditions.
- No expenditure being incurred on this project prior to the grant decision being given.
- Certify that the information contained in this application is correct and that we are authorised by the organisation to accept these conditions on their behalf.
- Use funds, if granted, only as specified in this application, unless receiving authorisation from Middleton Township Office to make changes.
- Send the invoices/receipts for all payments made with this grant along with the completed Project Evaluation Form to the Middleton Township Office.
- Agree to participate in monitoring, auditing and evaluation related to this fund.
- Highlight the support of Middleton Township in all publicity material and agree to Rochdale Council's use of the organisation's name and photographs for promotional purposes.
- Inform Middleton Township Office immediately if either signatory leaves the organisation or can no longer fulfil their responsibilities, or someone else takes over responsibility for the grant on behalf of the organisation.

Contact Person		Organisation Chair or Treasurer (Different from Contact Person)	
Signature		Signature	
Full name	Sue Smith	Full name	Georgina Jacques
Position	Chair person	Position	Secretary
Date	20/11/2018	Date	20/11/2018

Before you send your application to us, please check that you have:

- answered all the relevant questions and
- enclosed all the information requested:
 - Annual accounts
 - Bank statement(s)
 - BACS form
 - Constitution/governing document
 - Quotations/cost estimates/extracts from catalogues

We will return incomplete application forms.

Please send your completed application form to:

Middleton Township Office, c/o Number One Riverside, Smith Street, Rochdale OL16 1XU

Tel: 01706 923124

Email: middleton.township@rochdale.gov.uk

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Quoted to

Bowlee Community Association

Deliver to

Date 01 November 2018

Comments Quote

SKU	Description	Qty	Price Ea	Total
245	Processor AMD Ryzen 3 1300X AM4 X4 3.5GHz	1	£120.00	£120.00
326	Memory Corsair 8GB (2x4GB) DDR4 Vengeance LPX Black PC4-17000 2133MHz CMK8GX4M2A2133C13	1	£95.00	£95.00
249	Motherboard Asus PRIME A320M-K AM4 mATX	1	£57.00	£57.00
236	Power Aerocool 700W Integrator RGB PSU 12cm Black Fan Active PFC TW Caps UK Cable	1	£50.00	£50.00
501564	Graphics Palit GeForce GT 710 2GB Passive Dual Slot PCIe 2.0 (x8) HDMI/DVI	1	£35.00	£35.00
1053	Case CiT Templar Black mATX USB3.0	1	£32.00	£32.00
520	Harddrive 500GB 3.5" Seagate ST3500312CS 7200 RPM	1	£30.00	£30.00
661	DVDRW LG GH24NSD1 24x SATA Black OEM	1	£13.00	£13.00
1071	Software Windows 10 Home 64Bit OEM	1	£30.00	£30.00
719	System Labour Charge	1	£35.00	£35.00
1000	Printer Epson Expression Home XP-442 All In One Multifunction WiFi	1	£45.00	£45.00
203	Monitor 21.5" AOC E2270SWHN VGA/HDMI	1	£78.00	£78.00
384	Keyboard CiT Storm Backlit Blue Led Kit White	1	£15.00	£15.00
			Total	£635.00

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