

**Ending Loneliness Fund**

**Application Form**

**Please read the Information Notes before completing this application form.**

**Tell us about who is applying for funding:**

Name of applying organisation

Contact details




This should be someone who knows about the project.

Address Details



Phone (daytime)

E-mail address

Please include the full postcode.

If applicable please give the main address of your organisation

Address Details



Phone (daytime)

E-mail address

Website

Please include the full postcode.

**Please describe your group:**

Is it (please delete as appropriate):

Not-for profit constituted group

Charity

If a charity, what is the registration number given to your organisation by the Office of the Scottish Charity Regulator?

\_\_\_\_\_

**What are the main activities of your group?**

**When did your group start?**

When did it first start meeting or running activities or projects?

**How many members are involved in running your group?**

**Have all volunteers in your group been checked through Disclosure Scotland? (where appropriate)**

If your staff and/or volunteers are working with children and/or vulnerable adults have they been suitably investigated, and their fitness for their duties properly established via appropriate Disclosure checks?

**What will you use the money for?**

Please explain in full what the project involves and how it will be implemented. Is this project something new for you or is it similar to what you've done before?  
Please continue on an additional sheet if necessary.

**When are you planning to start and end your project?**

We can't give funding for activities that have already taken place. Please make your application at least two months before you need to start.

**Tell us how much money you need for your project and what it will be used for.**

Please tell us about what the funds applied for will be spent on and the value of the application

Please list all the items or activity associated with your project. You should list all costs that will be funded by the grant. Please use another sheet if necessary.

Remember to include VAT where it applies.

**How will the funding assist in ending loneliness and/or social isolation?**

Explain who you expect to benefit and in what way. e.g. young people, older people, disadvantaged groups.

**Please give us your bank account details.**

You must send an original bank statement with this application. We will return this to you.

If you have a passbook account, you can send a copy of the pages of your book.

This must be eight digits long.

Building society accounts only.

---

### Authorisation

---

**This must be the name of the person named in question 1.**

I confirm that, as far as I know, all the information on this application form is true and correct. I understand that you may ask for more information at any stage of the application process.

**Details of your Chairperson, Vice Chair, Secretary, Treasurer.**

Position in group / company / business:

Home Address

Phone (daytime)

Email address

### **What to do now**

---

**Before you send us your application, check that you have done everything.**

**Check that you have enclosed all the documents we need.**

- a. A copy of the constitution or set of rules that your group has adopted
- b. Your most recent yearly accounts or statement of income and spending.
- c. A document giving us proof of your group's bank or building society account. This document could be:
  - a copy of your most recent bank statement in the name of your group
  - a copy of your building society passbook, with the pages showing your group's name, account number and current balance; or
  - if you're a new group who has only just set up your account, a signed letter from your bank or building society on their headed paper. This letter must show your account name, number and sort code.
- d. Two quotes for any work to be carried out or items to be purchased.

**Now send your application with all the documents to:**

West Dunbartonshire Council's Finance Team  
West Dunbartonshire Council  
16 Church Street  
Dumbarton

Or by Email to: [LonelinessFund@west-dunbarton.gov.uk](mailto:LonelinessFund@west-dunbarton.gov.uk)