

**Winter Pressures Grant**

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| **ABOUT YOU AND YOUR ORGANISATION** |
| **Your Name, Telephone and Email** |  |
| **Organisation Name** |  |
| **Address (Inc. postcode)**  |  |
| **Name, Telephone and Email for public queries (if different from above)** |  |
| **TELL US ABOUT YOUR WINTER PRESSURES PROJECT****Please use additional paper if needed** |
| **Describe briefly what you will deliver and how your project will support vulnerable families and individuals** |
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| **How much of the grant are you applying for (up to £500) and what will you spend this on? Give a breakdown of expenditure.** |
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| **How will your project encourage community cohesion?** |
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| **Do you offer any information, advice or guidance? Please outline below. (e.g. Help Hub, other local organisations, charities etc.)** |
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| **For projects delivering activities do you agree to conduct your own venue risk assessments and have public liability insurance?** |
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| **Do you consent to us using the contact details provided to refer vulnerable families via the Help Hub to your project?** |
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| If your project involves children or vulnerable adults, you may need to arrange Disclosure Barring Service checks for your staff and volunteers. Visit [www.gov.uk/disclosure-barring-service](http://www.gov.uk/disclosure-barring-service) for details. |
| **BANK ACCOUNT DETAILS** |
| **Account Name** |  |
| **Account Number** |  |
| **Sort Code** |  |
| **Important Payment Information****All grant applications must have a separate confirmation of bank details to evidence that they are valid. This evidence must be a copy (paper copy, photo, scanned picture) of either a paying in slip or header of a bank statement.****Privacy Notice**South Norfolk and Broadland District Council’s take your privacy very seriously. Under data protection legislation, we lawfully process your personal information as a public authority with your consent.By submitting the application, you consent to us processing your personal data in the following way:* Validating your application
* Contacting you for further information to support your application and informing you of your applications approval or refusal
* If your application is successful, we will use your application and informing you of your application approval or refusal
* If your application is successful, we will use the details provided to contact you for feedback and request promotional input for council publications and social media channels
* Publishing the contact details provided on the website as part of the Warm Spaces Directory

We will retain data in relation to unsuccessful applications for 6 months from the date of entry for administration purposes only. We will retain data relating to successful applications for 5 years from the date of entry. Under data protection law you may have the right to access, rectification, restrict, objective, erasure or portability of your data, as detailed on the Council’s Data Protection Policy on our website. You can contact the Data Protection Officer at data.protection@southnorfolkandbroadland.gov.uk. You have the right to lodge a complaint with the regulator, the Information Commissioner’s Office. |
| **Applicant Signature** |  |
| **Print Name** |  |
| **Date** |  |
| **Please send your application to the Communities Team via post or email.****Communities Team, South Norfolk and Broadland District Council, The Horizon Centre, Peachman Way, Norwich, NR7 0WF****Email** **communities@southnorfolkandbroadland.gov.uk** **Telephone: 01603 430611** |

