

Warm Spaces Grant



ABOUT YOU AND YOUR ORGANISATION

Your Name, Telephone and Email	
Organisation Name	
Address (Inc. postcode) of the Warm Space	
Name, Telephone and Email for public queries (if different from above)	
Days and times your Warm Space is open	

TELL US ABOUT YOUR WARM SPACE

Please use additional paper if needed

Describe briefly what people can expect when they visit your Warm Space?

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How much of the grant are you applying for (up to £600) and what will you spend this on? Give a breakdown of expenditure that you expect to incur for your Warm Space session(s) to run.

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Mark all facilities, amenities and activities that your Warm Space will offer?

Accessible parking and entrance	Hot drinks, cordial and biscuits	Translation Services	
Car Parking	Dairy alternatives	British Sign Language	
Free computers/devices for use	Hot meals	Braille	
Free Wi-Fi	Soup and bread roll	Play Equipment	
Charging facilities	Library/ Book swap	Toilets	
Agile workspaces	Mindfulness activities	Disabled Toilets	
TV	Magazines/ Newspapers	Gender Neutral Toilets	
Laundry Facilities	Outdoor Space	Baby Changing Facilities	

Activities/ Other:

Do you offer any information, advice or guidance? Please outline below.

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There is an expectation that a Warm Space is free for residents to access. If you intend to charge in any form, please provide details.

Do you agree to conduct your own venue risk assessments and have public liability insurance?

Do you consent to us using the details provided to create a public database on our website? This will allow customers to access a online directory and find local Warm Spaces.

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 for details.

BANK ACCOUNT DETAILS

Account Name

Account Number

Sort Code

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, Broadland District Council, Thorpe Lodge, 1 Yarmouth Road, Norwich NR7 0DU

Email communities@southnorfolkandbroadland.gov.uk Telephone: 01603 430611

