

Northumberland VCSE Mental Health Alliance Community Grants

Detail required	Additional Guidance
1. The name of your organisation and its purpose	Please briefly tell us what your organisation does. If you have one, please tell us your company number or charitable registration number.
2. Names of any partner organisations you will be sharing this grant with	Some grants are delivered in partnership with other organisations. Please specify if this is part of your project plan.
3. Title of your project	This should be short and clear.
4. Where your project will take place	This project must benefit Northumberland residents but may be delivered in specified areas of the county.
5. How many people you hope to work with	Please provide an estimated number.
6. A description of your project including how the need was identified	If your project is being developed based on a gap in your local community, please identify this gap in your application and how you discovered it was a need.
7. Your plan for engaging people	Please note how you will get people to attend or take part in your project.
8. Your timeline for carrying out the project, including any key dates and milestones	Please tell us when you will deliver each key aspect of your project.
9. Confirmation that you will provide an evaluation at the end of the project and circulate an impact survey provided by the Northumberland VCSE MH Alliance	This is a mandatory requirement to receive funds.
10. Your budget	Please provide a brief breakdown of how much you are requesting and how you would spend that money.

11. The key contact for this application (including telephone and email contact details)	This should be the person leading the project or a senior person in your organisation.
12. Documentation and signatories (including date signed) by authorised persons in your organisation	This is a mandatory requirement to receive funds.

If you have any questions or need support completing the application form, please contact andrea.balmer@everyturn.org or vcsealliance@everyturn.org

We wish you every success with your submission.