

**WESTFIELD EAST BANK
CREATIVE
FUTURES FUND**

**SMALL GRANT
SCHEME**

**Westfield East Bank Creative Futures Fund
Small Grants (£1,000 - £5,000) - Expression of Interest Form Individuals & Organisations**

PLEASE NOTE: We will not accept paper applications, you must apply online. To apply, please go to the following address to fill in our Google form: <https://forms.gle/pUHzFXk7tyiZAkTP7>

We're delighted you want to apply for a Westfield East Bank Creative Futures Small Grant! We've tried to make the process as simple as possible.

First off: To give yourself the best chance of being successful, we encourage you to read the Guidance Notes on our website fully before completing your application. This is to ensure that you meet the eligible criteria and that your project addresses the funds Themes and Priorities.

This online form must be completed in one go, so you will need to prepare your application first.

The Foundation for Future London actively encourages applications from individuals or organisations led by and for people who are Black, Asian and ethnically diverse, LGBTQ+, disabled people and other under resourced groups we aim to support. This information is outlined in our Guidance Notes.

If you have any questions completing this form, please contact us on grants@future.london. For more information on the fund, see <https://future.london/programme/westfield-east-bank-creative-futures-fund>

Westfield East Bank Creative Futures Fund - Small Grants 2020

(* Required)

http://youtube.com/watch?v=r_cgyu2cgxl

1. I confirm that I meet the below eligibility criteria: *

Eligibility Checklist:

- I am aged over 18 and based (live, work or study) in one of the four boroughs (Hackney, Newham, Tower Hamlets or Waltham Forest)
- Project takes place in one of the four boroughs (Hackney, Newham, Tower Hamlets or Waltham Forest)
- I can commit to completing project in 12 months

EXAMPLE APPLICATION FORM

- I am an individual or organisation with an annual income of less than £500,000
- I have a commitment to, or are working towards, London Living Wage where possible
- By the time of project delivery, I will have relevant insurance, risk assessments and a comprehensive safeguarding policy in place if working with children and young people under the age of 18 or vulnerable adults
- If an organisation, you are a not-for-profit organisation that is formally constituted i.e. has a signed governing document in the group's name
- If an individual with you have two relevant named organisations willing to act your referee
- Please Note: Further documents (e.g. governance documents, insurance, risk assessments etc.) may be requested at later stages of application submission or upon awarding of grant so please be ready to submit.

Section 1 – About You/Your Organisation

MAIN CONTACT DETAILS:

Lead applicant/Name of person filling in this form

2. First Name *

3. Surname *

4. Contact Email *

5. Contact Phone Number *

6. Organisation Role/Position (If any) *

7. Please indicate if English is not your first language *

If you need additional support to complete your application please get in touch

8. Borough

Please select the primary borough you are based in e.g. resident, work or study

	Hackney	Newham	Tower Hamlets	Waltham Forest	Other
Location	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

9. Are you applying as an Organisation or Individual?

EXAMPLE APPLICATION FORM

10. Does your organisation or project team identify as 'diverse-led' based on key people involved in the development and delivery of the project? (select one) *

11. If yes, in which category does your organisation or project team primarily identify as 'diverse-led'? (select all that apply)

Example - Senior management, board or individual project team identify is higher than 51%

- Disabled, Deaf or Neurodiverse
- Black, Asian or Ethnically Diverse
- Social Economic
- Female
- LGBTQ+
- Young People
- Other:

ORGANISATION DETAILS (IF APPLICABLE):

12. Organisation Name

13. Organisation Address

14. Organisation Borough

Mark only one oval per row.

	Hackney	Newham	Tower Hamlets	Waltham Forest	Other
Location	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

12. Organisation Postcode

13. Organisation Contact Email

EXAMPLE APPLICATION FORM

14. Organisation Website

15. Legal Status of Organisation (select one)

If you have selected 'Other' please describe further

- Registered Charity
- Company Limited by Guarantee
- Unincorporated club or Association
- Community Interest Company (CIC)
- Social Enterprise
- School
- Charitable Incorporated Organisations (CIO)
- Informal or Non-constituted Group
- Other:

Section 2 – Your Project

16. What is the title of your project or idea? *

17. Where will your project take place? *

18. Please provide a short summary of your project *

We may use this on our website and elsewhere if your application is successful. Please use a maximum of 300 characters.

19. Proposed Project Start Date *

20. Proposed Project End Date *

EXAMPLE APPLICATION FORM

21. How much would you be applying for? (You can apply for up to £5,000) *

22. Please outline your project's creative vision.

To include:

(A) What is the project activity? - where will it take place/when/ how often?

(B) Why is the project needed, why is it important to you and how has your community been involved in developing it?

(C) Who will benefit and what difference/impact will it make - what will we see/feel?

(D) Who else is involved - do you have any partnerships in place?

(E) What will the funding be used for? *

Please use no more than 6,000 characters (approx 2 sides of A4) in Arial font size 12. Please do not use formatting features such as tabs, boldening and underlining as these do not easily transfer to our database.

Section 3 – Project Impact

23. Please indicate the Westfield East Bank Creative Futures Fund Funding Themes you are applying under. *

- Employment Opportunities
- Learning Opportunities
- Young People
- Business and Entrepreneur Support

24. Please indicate the support areas / issues your project is aiming to tackle *

- Community Support and Heritage
- Research and Innovation
- Health & Wellbeing including Mental Health & Long-Term Illness
- IT / Technology
- Covid-19 Recovery Creative
- Placemaking Arts and Culture
- Education, Learning & Training
- Domestic Violence
- Crime & Safety & ASB

EXAMPLE APPLICATION FORM

- Poverty & Disadvantage Social
- Inclusion & Fairness
- Discrimination
- Supporting Family Life/Caring Responsibilities
- Environment/ Improving Surroundings
- Homelessness
- Cultural/Racial Integration
- Refugees/Asylum, Immigration
- Sport & Recreation
- Substance Abuse and Addiction
- Violence, Exploitation, Sexual Abuse
- Disability/Access Issues

25. Please indicate the user groups / beneficiaries your project will focus on *

- Young Families/Lone Parents
- Older People
- Children/Young People
- LGBTQI+
- NEET (Not in Employment, Education or Training)
- Long Term Unemployed
- Substance Misuse/Addiction
- Physical or Learning Difficulties
- Mental Health Issues
- Refugees/Asylum Seekers/Immigrants
- Women
- Men
- Ex Offender/Risk of Offending
- Local Residents
- People in Care
- Low Skill Levels
- Living in Poverty
- Victims of Crime/Violence/Abuse

EXAMPLE APPLICATION FORM

- Gypsy, Roma and Traveller Community
- Vulnerably Housed

26 Please select ethnicity of beneficiaries / user groups of project *

- White British/Irish/ Welsh/ Scottish, Northern Irish/ any other White background
- Gypsies & Travellers
- Black Caribbean British & White
- Black African British & White
- Asian British & White
- Other Mixed Ethnicities/Multiple Ethnic backgrounds
- All ethnicities
- Asian & Asian British Indian
- Pakistani Bangladeshi
- Chinese
- Any other Asian background
- Black, African, Caribbean or Black British Caribbean
- African
- Any other Black, African or Caribbean background
- Arab or Arab British
- Latin American/Latinx or Latin American/Latinx British
- Any other backgrounds

27. Please select age of beneficiaries / user groups of project *

- Early Years (0-4)
- Children (5-12)
- Young People (13-18)
- Young Adults (19-25)
- Adults (26-65)
- Seniors (65+)

28. Project Outcomes*

- Participants gain technical/sector- specific and/or creative skills
- Participants gain essential skills
- Participants gain confidence in their potential and self-initiative
- Participants are better equipped to process difficult emotions
- Participants are equipped to act as agent of change in their boroughs
- Organisations and schools are exposed to creative approaches to wellbeing
- Increased diversity in the creative/entrepreneurial sector in the boroughs
- More diverse audiences engage with the cultural sector and benefit from community assets/available services
- Participants act as agents of change within the local community
- Organisations and schools integrate creative approaches within their projects

29. Approx. number of direct beneficiaries for project (for example workshops/learning participants, apprentices, mentees) *

30. Approx. number of audiences engaged (for example exhibition visitors, online reach) *

Submission

By proceeding with this expression of interest, you are accepting the Foundation for Future London to process and store the information you supply us with, which will be handled and stored in line with GDPR (General Data Protection Regulation) legislation. For more information, please read our Privacy Policy (<https://future.london/privacy/>), which includes contact details if you decide you do not want us to process and store your application data.

DECLARATION

31. Declaration Name *

32. Date *

33. Please tick all the boxes that apply to confirm the following statements *

- I am authorized to make a proposal on behalf of the above individual/group/organisation(s)
- To the best of my knowledge the information provided in this application form is correct
- I have read and understood the guidance notes
- I have read and understood the Privacy Policy above
- I am happy for Foundation for Future London to contact me with details of future opportunities and information

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