



The Co-operative membership community fund Application for Co-operative Membership Community Funding

Thank you very much for applying to The Midcounties Co-operative to help support your organisation. As an existing member you will already know that we are a forward thinking, vibrant organisation committed to supporting our community through a range of initiatives including funding and practical help through our colleague volunteering scheme.

We have endeavoured to keep our funding process simple. However, as with most grant providers, there are some conditions to be met for your application to be eligible and so before completing your application please check that you meet with the following criteria:

To be eligible your group should:

- Benefit a local community in which at least one Midcounties Co-operative business trades (see trading map below)
- Have a charitable, educational or community purpose
- Show that the applicant is a member of The Midcounties Co-operative (please note that membership must have been in place for a period of at least 3 months prior to application)

Unfortunately, we are unable to help with the following:

- Groups that apply for funds for the benefit of a business or an individual person
- Day to day operating costs of a group such as salaries, rent or utility bills
- Projects that benefit communities overseas or outside of The Midcounties Co-operative's trading area
- Third party applications where funds will be re-distributed by the applicant to other causes
- Expeditions or overseas travel

Applications that meet with the fund criteria will be submitted to the next available meeting of our judging panel. You will be notified of this date within 7 – 10 days of receipt of your application.

If you wish to enquire as to the date of the next meeting of our judging panel please contact the Community Team on the number below.



We have stores and branches mainly in Oxfordshire, Gloucestershire, Wiltshire, Berkshire, Shropshire, Worcestershire, Staffordshire and the West Midlands

To qualify for funding, your group must ideally be based within two miles of a Midcounties business in urban areas and four miles in rural

If you require guidance on your application please call us on 01902 405700 or email community.team@midcounties.coop

Midcounties Diversity Policy Statement

The Midcounties Co-operative will embrace and support diversity based on a strong business case for engaging with the diverse communities we serve.

We will treat everyone with dignity and respect regardless of age, gender, race or disability.

Our policy is to value differences in people, to consider different people's needs and to make the best use of those differences to improve our business, the communities where we trade, and to help to build a better, fairer world.

PLEASE COMPLETE ALL SECTIONS IN BLOCK CAPITALS

a. The Midcounties Co-operative

This section is where you can tell us about your involvement with The Midcounties Co-operative. Please note, for your application to be considered you must be a member of The Midcounties Co-operative. Your membership must have been valid for at least 3 months prior to making this application.

Please provide the membership no. which will prefix as follows (note that membership numbers of other societies will prefix differently to this)

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b. Co-operative Community Volunteering

Did you know that at Midcounties we also provide hands on support for the community through our Colleague Volunteering Programme? Yes No

Colleague volunteers have participated in numerous activities such as painting, gardening, reading in schools, helping at community events – we will give consideration to all requests for assistance.

Do you think that there may be opportunities for Midcounties to provide this type of support to your group?

Yes No

c. Your contact details

This section is for your details, so that we can maintain contact and let you know as soon as possible whether your application has been successful or not.

Contact name: Mr/Mrs/Miss/Ms/Dr

Position in Group:

Address:

Postcode:

Daytime telephone no:

Mobile no:

E-mail address: In line with our paper friendly policies you will be contacted by email as the preferred method of contact

d. Group details

You must provide the full address for your group. To qualify for funding there must be at least one Midcounties Co-operative outlet trading in this community. If your group does not have a permanent address please supply details of where your group meet.

| | |
|--------------------------|---|
| Group name: | |
| Address: | |
| Postcode: | |
| Telephone no: | |
| Group's web site: | Registered charity no. (if applicable) |

e. About your group

| | | | |
|--|--------------------------|---|--------------------------|
| Please tick the description that is most representational of your group <input checked="" type="checkbox"/> | | | |
| Youth organisation | <input type="checkbox"/> | Social need or companionship | <input type="checkbox"/> |
| Health promotion or support | <input type="checkbox"/> | Ethical/Fairtrade promotion | <input type="checkbox"/> |
| Disability | <input type="checkbox"/> | Community event e.g. Carnival or Fete | <input type="checkbox"/> |
| Environmental | <input type="checkbox"/> | Community Shop | <input type="checkbox"/> |
| School or Educational body | <input type="checkbox"/> | Co-operative or mutually organised group | <input type="checkbox"/> |
| Social Inclusion | <input type="checkbox"/> | Other – please describe below | <input type="checkbox"/> |
| | | | |

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|---------------------------------|
| What does your group do? |
| |

f. Tell us how any money will be spent.

Please note that this is a low level grants scheme and that the upper limit for all funding is £250. Our judging committee tends not to support capital expenditure projects such as major building works. We may choose to award a smaller sum than you have applied for, gifts in kind or goods.

What are you applying for?

General Funding of up to £250

Fairtrade Funding of up to £250

Sponsorship of an event or fete of up to £250

Please give a brief description of the items/goods that any award given will be used to purchase along with their approximate costs (in some instances the judging committee may prefer to award goods)

How much are you applying for? (please note the upper limit for funding is £250.00)

£

What is the total cost of this project?

£

To whom should the award be made payable?

(please note that cheques **cannot** be made payable to individuals)

For EVENT applications only

We would ask that if your application is for a date specific event or project your request for assistance is submitted well in advance (ideally 2 months prior) in order that we are able to process it through the normal channels.

What is the anticipated number of attendees at your event?

What is the actual date of your event?(please see above guidance notes)

Where will the event take place?

If your event makes any profit where is this returned?

Is there an opportunity for a representative of The Midcounties Co-operative to attend the event to promote our business and/or promote membership? Yes No

g. Declaration

I confirm that all information provided in this application is correct. Any information found to be false or misleading may lead to any award offered being withdrawn. We understand that The Midcounties Co-operative may ask for further information at any stage of the application process.

Any funds received will be used in line with the application and any change of use will be agreed in advance with The Midcounties Co-operative.

I understand that the decision of the judging committee is final and that no further correspondence will be entered into.

I confirm on behalf of the organisation named in the application, that I am authorised to sign on their behalf.

We agree to abide by the terms and conditions of any award and agree to participate in any publicity that may be appropriate.

I accept responsibility to return my application form to the address below and I agree that The Midcounties Co-operative cannot be held responsible for forms that are lost, arriving after this date or have not had the correct postage applied to them.

My form has been acknowledged by a Midcounties site manager – (page 5)

| |
|------------------|
| Signature |
| Name |
| Date |

h. Acknowledgement by Midcounties Site Manager or Local Midcounties Group Member

Once you have completed your application and signed the declaration please take into your nearest Midcounties Co-op outlet so that it can be acknowledged by the manager. You may know a person who is a member of one of The Midcounties local member groups, if so then please ask this person to acknowledge your application.

PLEASE NOTE THAT YOU SHOULD NOT LEAVE YOUR COMPLETED FORM AT THE BRANCH BUT RETURN TO THE POSTAL ADDRESS GIVEN.

| |
|--|
| Site name: |
| Site Manager/Local Member: (print name) |
| Contact Telephone Number: |
| I have met with the applicant and read through their application. I believe that it complies with our criteria and provides a good opportunity for further involvement. |
| Additional Notes |
| Signed |
| Date |

This form should be returned to:

**The Midcounties Co-operative Membership Fund
Springvale
Millfields Road
Bilston
West Midlands WV14 0QR**