**Campaigns Fund 2021**

**Application Form**

**Important Information**

Please:

* Read the attached notes to ensure your organisation is eligible to apply and that your application meets the criteria.
* Complete all sections of the application form **electronically**; incomplete forms may not be processed.
* Make sure the main contact is involved in a significant capacity with your organisation.
* Return your application form by email or by post, as set out at the end of this Form; **any Forms received after the deadline will not be processed**.
* If your application is successful, the Fund will only make payment to a bank account, or a Midcounties’ share account (if applicable) in the name of your organisation. You will be asked to provide your organisation’s payment details in section 3. of this form.

If you need any further information regarding how to apply, please contact the Society’s **Secretariat Group**:

* Edward Parker, Secretary & Head of Governance

[edward.parker@midcounties.coop](mailto:edward.parker@midcounties.coop)

Tel: 01926 516 006

* Anna O’Leary, Governance Assistant

[anna.oleary@midcounties.coop](mailto:anna.oleary@midcounties.coop)

Tel: 01926 516 385

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| **Section 1.** | | **About You and Your Organisation** | | | | | | | |
|  | | | | |  | | | | |
|  | **Name of your Organisation** | | | | | | | | |
|  |  | | | | | | | | |
|  | **Address of your Organisation** | | | | | | | | |
|  |  | | | | | | | | |
|  | **Postcode** | |  | | | | **Telephone** | |  |
|  | **Email** | |  | | | | **Website** | |  |
|  | **Main Contact** (to be used for all correspondence) | | | | | | | | |
|  | **Forename** | | |  | | | | | |
|  | **Surname** | | |  | | | | | |
| **Role in the Organisation** | | | |  | | | | | |
|  | **Tel. No.** | | |  | | **Email** | |  | |
|  | **Mobile No.** | | |  | |
| **Address** (if different from above) | | | |  | | | | | |

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|  | **When was your Organisation founded?** | | | | |  |
|  | **How is your Organisation constituted?**  (eg. as a co-operative society, company limited by guarantee, unincorporated association, etc.) | | | | |  |
|  |
|  | **Reg. No.** (if applicable) | | | | |  |
|  | **Is your Organisation part of a larger regional or national organisation?** (if YES, please give details below) | | | | | |
|  | **YES** | | **NO** | |  | |
|  |  | | | | | |
|  | **Describe your Organisation** | | | | | |
| **Its Aims** | | | |  | | |
| **Its Principal Activity(ies)** | | | |  | | |
| **Its governance arrangements** | | | |  | | |
|  | | **What was your Organisation’s average annual income over the past three years?** | | | | |
|  | | £ | | | per annum | |

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| **Section 2.** | | **About the campaigning activity for which funding is requested** | | | | |
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|  | **How did you hear about us?** | | | | | |
| **From a Society director** | | | | **At a Member Day event** | | |
| **Advert on till receipt** | | | | **Other** (Please give details below) | | |
|  | | | |  | | |
|  | **Over what period will your campaigning activity take place?** | | | | | |
|  |  | | | | | |
|  | **Your campaigning activity** | | | | | |
| **Describe your campaign activity** | | |  | | | |
| **Who will benefit** | | |  | | | |
| **Funding requested** | | |  | | | |
| **Breakdown of spend** | | |  | | | |
| **2.4.** | **This Application Form was completed on:** | | | | |  |

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| **Section 3.** | | **Bank Details[[1]](#footnote-1)** | | |
|  | | |  | |
|  | **Name and address of Bank/Building Society** | | | |
|  |  | | | |
|  | **Account Details** | | | |
|  | **Acc. No.:** | | | **Sort Code:** |
|  | **Account Holder(s):** | | | |
|  | **Share Account Details[[2]](#footnote-2)** | | | |
|  | **Account Holder(s):** | | | |
|  | **Account No.:** | | | |

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| **Section 4.** | | **Declaration** | | |
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| **4.1.** | **On behalf of:** (name of the Organisation) | | | |
|  |  | | | |
| **I confirm that I have read all parts of this application form and I declare and understand that:**   1. the information contained in this application form is correct and that I am authorised by the applying organisation to accept these conditions on its behalf. 2. the organisation is fully constituted; a copy of its constitution/rules will be provided if requested. 3. any grant received:    1. will only be spent for the purposes set out in this application form    2. is made on a one-off basis and does not carry any commitment to future funding 4. In the event of fraud or deliberate fault, The Midcounties Co-operative has the right to reclaim any grant received. 5. The Midcounties Co-operative will not, under any circumstances, be liable for any damage, injury or loss of any kind whatsoever to any property or persons occurring as a result of activities undertaken with any grant received. 6. Any activity funded by a grant will comply with all relevant regulations. 7. All financial records and accounts, including receipts for items bought with a grant, will be kept for at least two years and made available to The Midcounties Co-operative when requested. 8. An end of grant form will be completed within 12 months of receiving a grant. 9. The decision of The Midcounties Co-operative in all matters relating to this application will be final. | | | | |
| **Signed on behalf of the applying organisation** | | |  | |

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| **Section 5.** | | **Contact Details & Deadline for Application** | |
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| **5.1.** | **Please email this application to:**  [anna.oleary@midcounties.coop](mailto:anna.oleary@midcounties.coop) | | |
|  |  | | |
| **5.2.** | **Alternatively, you can post this application to:**  Secretariat Group, Co-operative House, The Midcounties Co-operative, Warwick Technology Park, Warwick, CV34 6DA | | |
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| **5.3.** | **Applications must be received by 5:00pm on 01 November 2021.** Any application received after the deadline will not be considered for selection by the Society’s Board of directors. | | |
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| **5.4.** | Applications will be considered by the Society’s Board of directors at its meeting on 22 November 2021, and applicants will be informed if they have been successful/unsuccessful shortly afterwards. | | |

**Privacy Notice**

The Midcounties Co-operative Limited is a registered society under the Co-operative and Community Benefits Societies Act 2014, with registration number 19025R and registered address at Co-operative House, Warwick Technology Park, Warwick CV34 6DA.

The information you provide in this application form will be processed and used by The Midcounties Co-operative to administer the grant awarding process. If your organisation is awarded a grant by the Campaigns Fund, this information will also be used to process the payment of the awarded grant and may also be used in any formal report prepared by the Fund for the benefit of the Society’s senior management and Board of directors. Your information may also be shared with any of The Midcounties Co-operative’s subsidiary businesses for the purpose of compiling reports and statistical analysis.

The Midcounties Co-operative processes personal data in accordance with the requirements of the General Data Protection Regulation 2016 (GDPR), the Data Protection Act 2018 (DPA) and any other applicable legislation.

You can find out more details about how The Midcounties Co-operative processes personal information on our website: <https://www.midcounties.coop/legal/privacy/>. Alternatively, you can contact the Society’s Data Protection Manager at [data-protection@midcounties.coop](mailto:data-protection@midcounties.coop)

1. If a grant is awarded, the account where funds should be credited to by The Midcounties Co-operative. [↑](#footnote-ref-1)
2. Only applicable if your organisation holds a Share Account with The Midcounties Co-operative. If you are unsure, you can contact The Midcounties Co-operative’s Membership Department on: 0800 435 902. [↑](#footnote-ref-2)