# **Ageism Action Day: Micro-grants for Age-friendly Communities**

# **Application form**

This is the application form you need to complete to apply for a micro-grant to take action on the Ageism Action Day on 20th March 2024. The deadline for application is **10th January 2024**, but we reserve the right to close early if we receive high levels of demand so we encourage applications to be submitted as early as possible.

We would love to receive applications from organisations and community groups big and small. And we've designed the application form to be as easy as possible to fill in - it shouldn't take longer than an hour to complete and return to us so put the kettle on, make a brew and apply.

Anyone can take part in the Action Day, whether or not they receive a micro-grant.

**Tips for applying**

* Make sure you answer the questions – think about what we are asking for.
* Make sure you fully read the **Information Document** which includes information what we will fund and how we will assess applications.
* Stick to the word count. Make sure you provide us with the information we need to assess your application. Don’t waste the word count telling us about things that are not related to what is being asked and don’t send us anything else except this form.

**Organisation/Group details**

|  |  |
| --- | --- |
| Name of lead group or organisation  (This should be the name as it appears on your bank account, and any constitution or terms of reference you have) |  |
| Details of applicant/contact person:   1. Name: 2. Address: 3. Telephone number: 4. Email address: |  |
|  |
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|  |
| What is your organisation/group type?  (e.g.; community group, Registered Charity, Residents’ Association, CIC, Other) |  |
| Please give a brief description of your group  (I.e. who are you, why have you come together, what activities have you run before. Please note we are happy to fund newer and more established groups- up to 200 words) |  |
| Are you bidding alongside another organisation?  (I.e. a larger organisation to hold the funds, or delivering the event in partnership)   * Yes/ No? |  |
| If **yes**, what are their details   1. Lead contact name 2. Organisation 3. Address 4. Telephone number 5. Email address |  |
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| Which organisation will hold the grant funds?  (This organisation must have a bank account) |  |
| Please provide the account holder name and 2 bank signatories for the bank account of the organisation who will hold the grant funds. |  |
| Do you have any social media accounts you will use to promote the activity? If so include them here |  |

**Event or activity details**

1. What activity or event will you hold to recognise the Action Day?

(300 words maximum)

1. How will your activity or event raise awareness of, or tackle, ageism and fit with the theme “see and be seen?”

(300 word maximum)

1. Where and when will your event or activity be held? (venue and address if possible, otherwise general location)
2. Who is this event/ activity for and how will you reach people so they know about it and are able to attend/get involved? (this might include any specific age ranges, people with protected characteristics, people with specific income, roles or geography who you are targeting, people with a particular experience of ageism, or it might be about how you are generally making the event inclusive for all)

(300 words maximum)

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1. Anticipated number of participants
2. How did you find out about the micro-grant opportunity?

**Event or activity costings**

1. Amount applied for (up to £500)
2. Please provide a breakdown of these costs in the table below, adding more rows if necessary (what different things you will spend the money on and what each of these will cost). *The breakdown of costs must equal the amount applied for*.

|  |  |
| --- | --- |
| Breakdown of costs | Amount (£) |
|  |  |
|  |  |
|  |  |
|  |  |
|  | Total Amount (£) |

1. Are you applying for additional funds to make your event more accessible? If so, how much?

|  |
| --- |
|  |

1. Please provide a breakout of these costs. *The breakdown of accessibility costs must equal the amount applied for*.

|  |  |
| --- | --- |
| Breakdown of accessibility costs | Amount (£) |
|  |  |
|  |  |
|  |  |
|  | Total Amount (£) |

**Follow up**

1. All those who are funded with a micro-grant must report back on the activity using a short evaluation form we will provide. Will you be able to provide us with some basic information about the numbers and types of people who were involved, how they found it, and take and share photos (if appropriate)

Yes/ No

If no, or to share any concerns you have, please let us know why below:

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1. We would like to feature some of the funded activities on our website and social media. Are you happy for your activity to be featured?

Yes/No