

# Application Form - Warm Spaces Grants

Wrexham County Borough Council want to do more to help our communities address cost of living impact.

We are asking groups and organisations to support us in delivering spaces across Wrexham that are open, welcoming for all, accessible, safe and free to our communities to come inside and warm up. We want to ensure that anyone who is cold knows where they can go to get warm, stay warm and enjoy a bit of company.

The Warm Spaces Grant aims to give groups and organisations some financial support to open their venues up as warm spaces, in addition to their normal activity.

A grant of up to £1,000 per warm space is available. This can be used to offset a range of costs for example, energy costs, activity costs, materials needed, or running costs including staff or volunteer costs.

Grants will be awarded to not-for-profit organisations, who have access to or own / lease a building and are able to deliver a warm space this winter.

## Before completing the form

Please can you tick to confirm that:-

You have read and understood the guidance notes	<input type="checkbox"/>
You have considered the Warm Spaces Charter for Wrexham and how you might set up your Warm Space.	<input type="checkbox"/>
You have a bank account	<input type="checkbox"/>
Your group has a constitution or set of governing rules (you don't need to be a registered charity).	<input type="checkbox"/>
You can provide accounts for your organisation for the past two years, or if you're a new group for as long as you've been in existence.	<input type="checkbox"/>
You have suitable and relevant policies (such as safeguarding or insurance) to run your warm spaces project. You will be asked to provide these if you are successful, but don't need to send them as part of this application.	<input type="checkbox"/>

Your project will start within a month of the money being received.	
If successful, you are happy to sign up the Warm Spaces Charter and have your activity published on our website. You are also willing take part in media promotion of the grants. This may include quotes and/or photos.	
You will complete a monitoring form within one month of project completion.	
You understand that the personal data being collected is for the purpose of processing and maintaining the Grants programme and you consent to us using it in this way. Full details are available on our Grants privacy notice.	
Yes, I confirm all of the above	


**General Information**

Title of the Warm Space Project

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Name of Group Delivering the Warm Spaces Project

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Does the Group delivering the Warm Space own, rent or hire the building?

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Location of the Warm Space (please provide full address).

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How much would you like to apply for?

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What is the total cost of your Warm Spaces Project?\*

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### Your Project

What will your Warm Space provide? (Please include details on when your space will open, why this location is important and what you will be offering to the community who use it)

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What is the proposed start date of the project?

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When will the project end?

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### Impact of your Project

What is the main aim or purpose of your Warm Spaces Project?

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Who will benefit from the project? \*

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How many people will benefit?\*

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How much total staff or volunteer time will the project need? (in hours)

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How will you know if the project has been successful?

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How will your project be sustained, after the grant? (if applicable)

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Do you require any additional volunteers on the project?

- No  
 Yes

If yes, please provide more details below:

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Finances

Please provide a detailed break-down of how you would spend the grant. This might include, salaries, printing, publicity, training, refreshments, electricity costs etc.\*

Five horizontal lines for providing a detailed breakdown of grant spending.

Does your project have any committed match funding? If yes, please give details below.

Five horizontal lines for providing details of committed match funding.

What was the total income for your group or organisation last year?

Three horizontal lines for providing the total income for the last year.

Do you have a bank account?

- Yes
No

Are you a registered charity? (it doesn't matter if you're not)

Yes  
 No

### Keeping in touch

We are asking for this personal information so we can maintain contact with you. We will store and dispose of this data appropriately.

We will not share this personal contact information with anyone without your consent. However, details of your grant request will be discussed with Council colleagues and other organisations (without sharing your personal contact details).

A full copy of our Privacy Notice can be found on the Councils Grants web-page.

Your first name

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Your surname

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Address of your group or organisation

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Your phone number

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Your role at the group

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Your email address (we will confirm receipt of this form to this email address)

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Is your group or organisation on any social media platforms? Please provide details (e.g. link to Twitter page, or put no if not).

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Does your organisation have a website? Please put the website address (URL) below if you do have one (if not put no)

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**Before you go...**

How did you hear about the grants programme? (Please tick all that apply)

Wrexham Council' Website	<input type="checkbox"/>
Twitter	<input type="checkbox"/>
Facebook	<input type="checkbox"/>
Press	<input type="checkbox"/>
Word of Mouth	<input type="checkbox"/>
Search engine (eg Google)	<input type="checkbox"/>
Other:-	<input type="checkbox"/>

How long did the form take you to complete?

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How would you rate our grants process so far?

Poor            1                    2                    3                    4                    5            Excellent

Do you have any other information or comments?

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### What happens next?

We will send an email to acknowledge that we've received your application form.

As this is a rolling programme, we will be accessing applications as they are submitted and a decision will be made on your application within 2 weeks of submission. Successful applicants will be contacted as soon as a decision is made and will work with the grants officer, to get their warm spaces offered underway.

We will converse with other internal and external partners during this process.

Any problems, please contact [warmplaces@wrexham.gov.uk](mailto:warmplaces@wrexham.gov.uk)