

Revenue Checklist:

1. Submit online application form with the following attachments:
 - List of your organisation / company management committee / board of trustees / board of directors with at least 3 unrelated people as members (a list of those directors will be required showing who has bank authorisation)
 - A written constitution / articles / set of rules
 - A copy of your most recent annual accounts or financial records showing your organisation's balance of funds, income and reserves
 - A bank account in the name of the organisation with at least two unrelated signatories
 - A bank statement from the last 3 months
 - Safeguarding policy
 - Equal opportunities policy
 - Quotes for capital items over £300

2. Download Subsidy Control Declaration Letter from [webpage](#) and submit via email info@heartofenglandcf.co.uk using your organisations name and fund name i.e Warwickshire County Council Social Impact Fund - Revenue as the subject together with
 - Project Timeline – including key milestones