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**Social Fabric Fund Expression of Interest Questions**

* Please outline the aims and objectives of your organisation
* Does your organisation have its own address that is separate to the home address of any individual associated with the organisation?
* Are you part of a larger regional or national organisation?
* What is the name of the national organisation?
* Is your organisation new and has not yet produced a set of annual accounts?
* What was your organisation's income over the last complete accounting year?
* What end date do the accounts relate to?
* Expenditure over last complete accounting year?
* What were your unrestricted reserves at the end of your last complete accounting year?
* Please explain your reserves
* Please provide a 12 month income & expenditure forecast
* How did you hear about Heart of England Community Foundation?
* How many of each of the following are involved in the organisation?
* Full time paid staff / workers
* Part time paid staff / workers
* Volunteers
* Management Committee or Trustees
* Project, Activity or Service name
* Requested funding start date
* Requested funding end date
* Approximately How many months do you anticipate the duration of this project.
* Which of the Social Fabric Fund principles does the proposal meet and why? (250 words)
* Approximately How many months do you anticipate the duration of this project.
* How many volunteer hours will contribute to this specific project, activity or service?
* Apart from the community, who will be responsible for delivering the proposal? What is their background, skills and experience? (250 words)
* How will you measure the impact of your project, activity or service and how will you report the difference the funding has made? (250 words)
* Is part of the proposal a community asset transfer?
* If yes, relating to what building or piece of land?
* How many people will benefit from this funding?
* How will the community benefit from the proposal? (250 words)
* Which Local Authority area do the people who will benefit from the proposed activity, live in?
* How has the community been involved identifying local priorities and helping shape the proposal? (250 words)
* How will the community continue to be involved with shaping and delivering the proposal. (250 words)
* What are the arrangements for longer-term sustainability beyond the term of any funding award? (250 words)
* How does the proposal align to the following community power fundamentals? (250 words)
* Involve communities in decision making:
* Work alongside communities to take practical action.
* Enable communities to lead.
* Does the fund cover Revenue, Capital or Both?
* What are your outline costs?
* Are there any staff costs?
* Please give details showing how you have calculated staff costs.
* Requested amount Total cost
* Are there any volunteer costs?
* Number of volunteers and breakdown of 'out-of-pocket' volunteer expenses
* Requested amount Total cost
* Are there any operational/activity costs?
* Itemise individual cost elements to the delivery of the project, activity or service.
* Requested amount Total cost
* Are there any publicity costs?
* Clarify what these costs will fund.
* Requested amount Total cost
* Are there any office, overhead, premises costs?
* Costs related to the delivery of this project/activity only - you may wish to highlight this as a percentage or as apportioned costs
* Requested amount Total cost
* Are there any capital costs?
* Cost per item & how many items
* Requested amount Total cost
* Please provide three quotes for each capital item that costs more than £300
* Do you have any other costs that you wish to add?
* Cost per item
* Requested amount Total cost
* How much are you applying for (including VAT)?
* What is the total cost of the project, activity or service?
* Is there a remaining balance?
* Please provide details on how the remaining balance will be covered and whether it has already been secured.