



Summary of online Application Form.

Section A – Applicant details

1. Organisation name*
2. Contact name*
3. Role/Job title*
4. Contact details
 - Address*
 - Telephone*
 - E-Mail*
 - Website
5. Organisation status*
6. Organisation number

7. I confirm I am a registered member of ACED*

It's easy to sign up for free online at: [Sign Up](#) | [ACED Directory](#) | [Arts and Culture East Devon](#)

Section B – Project details

(200 words max for all questions)

1. Title*
2. Location* (if the project is taking place in more than one location, please list all locations)
3. Proposed start date*

Anticipated completion date*

NB: Round 1 of this scheme will fund activity running until March 2024. If your project is planned to be completed in the next financial year we recommend you apply in Round 2 in April 2024.

4. How do you intend to deliver your project between your proposed start date and anticipated completion date?*

5. Please describe the project or activities for which you require funding*
6. What are you hoping to achieve and how?* Explain both short and longer-term aims
7. How does your project directly contribute to the [East Devon Cultural Strategy](#)? Please specify which Theme in the Strategy your project aligns to. *
8. Is your project linked to other projects and/or strategies? For example the Council's [Climate Change Strategy](#) or [Tourism Strategy](#). If so, please give details.
9. Please confirm you have appropriate liability insurance for this activity
10. We want children and young adults across the district to feel they have ample opportunities to take part in cultural and creative activities. Which age groups are you and your project targeting?* Tick all that apply.
 - 1-4 (pre-school age)
 - 5-10 (primary school age)
 - 11-15 (secondary school age)
 - 16-24 (college/university age)
 - 25-35 (young adult age)
 - 36-54 (adult age)
 - 55-65 (mature age)
 - 65+ (retired age)
 - All age groups
11. How many people will engage/benefit from your project?* E.g. if you are delivering workshops how many will attend, or if you are running an event what audience numbers do you anticipate?
12. Please describe how your project / activities promote equal opportunities and accessibility for all and how you plan to monitor diversity, equality and inclusion in your work.*
13. What evidence do you have of community support or need for your project?*
14. Have you obtained all permissions you require to carry out the project?* If no, when do you expect to have permissions agreed.

Section C – Financial details

1. Total Project Cost* £
Grant applied for* £
2. Please detail what you will spend your grant funding on.

Item	In-kind value	Cash value (£)	Total value (£) (in kind plus cash)

Total Costs			

3. Match funding contribution* £ (minimum 10%)

4. Please list all sources of financial support you are seeking from either in cash or in-kind.*

Considering the 'in-kind' contributions to your project will give a better reflection of the total value of the project you are proposing.

Name of organisation	In Kind	Cash	Details and estimated or confirmed decision date*
Total Income			

*Evidence of applied for and confirmed monies may be requested.

5. How will you ensure you achieve good value for money?*

6. Have you applied for other EDDC funding for this project, or previously received funding from a community fund in the last 3 years?*

If yes, please specify:

Date	Funder	Project	Amount

7. Organisation Bank Details*

Bank/Building society name	
Account Name	
Account number	
Sort code	

8. Please tick to confirm that you have included or attached the following documents with this application.*

Please contact us before submitting this application if you are not able to provide these documents.

- Accounts for last financial year
- Business Bank Statement

Section D – Outcomes

This scheme is funded by the UK Government through the UK Shared Prosperity Fund which has specific outputs and outcomes.

NB. This section only requires completion if your requested grant amount is above £1500. If your project is below this threshold, please progress to Section E.

1. Please select from the list below at least one outcome that will be met by your project and the number that will be achieved.

Outcome	✓	Number/value
Improved engagement numbers		
Improved perception of events		
Improved perception of facilities/amenities		
Increased footfall		
Jobs created		
Community-led arts, cultural, heritage and creative programmes created		
Increased visitor numbers		

2. Please explain how the outcomes above will be measured:

3. Please describe the expected wider outcomes/impacts that your project will achieve:

Section E – Applicant declaration

Please read and sign:

I certify that I have been authorised by the organisation stated in this application to complete this application form. I certify that all information provided is true to the best of my knowledge.

I understand that any materially misleading statements given at any stage during the application process could render the application invalid.

I also understand that if the project is not completed, the applicant may be required to return part, or all, of the money paid.

I understand this application is not confidential and may be made available for inspection by the public.

In signing and submitting your application I agree to allow East Devon District Council to retain my personal data on its database and to use this information to help assess my application and administer any grant they award. In doing so information provided may be disclosed to council officers and elected members. We may publish amounts awarded to successful applications on our website and other promotional materials.

I understand that all grant recipients will need to complete a short evaluation form in March 2024 and a full report will be published in Spring 2025.

I confirm that I have read, understood and agree to the above declaration statement.

I confirm*

Thank you.

If you have any queries about any aspect of the application form or the Creative East Devon Fund, please don't hesitate to contact us at aced@eastdevon.gov.uk.