# 2018/19 Scotland’s Winter Festivals Community Celebrations Grants Application Form

Please ensure you complete all of the boxes and identify a contact that we can be in touch with regarding your application. Please note that submitting this form does not guarantee you will be awarded a grant.

This fund is open to constituted and charitable organisations and not-for-profit community groups. Organisations can apply for grants of £250–£1,000 to host an event which celebrates the themes outlined in the programme guidance. Please read the guidance before applying.

**This is an open fund until the grant allocation has been distributed.**

## About you

|  |  |
| --- | --- |
| Organisation/Group name: |  |
| Charity Number: (If Applicable) |  |
| Contact name: |  |
| **Address** including postcode |  |
| Contact Phone Number: |  |
| Contact Email |  |
| Website |  |
| Social media contacts:  e.g. Twitter / Facebook |  |
| What are the core aims of your organisation?  What do you do? |  |
| **Please provide the bank details of your group/organisation.** Please note this is essential if your group is to be awarded a grant. | Account Name/Cheques payable to:  Sort Code:  Account Number:  Bank Name: |
| What experience or training does your group/organisation have in planning and organising events? |  |
| How do you aim to attract the general public as well as members of your community group? |  |

## About your event

|  |  |  |
| --- | --- | --- |
| Is your event proposed to be part of the ‘St. Andrew’s Fair Saturday Festival’? – remember these events must take place on 30/11 or 01/12  Leave blank if not a fair Saturday event. |  | |
| What charity would you like to support as part your St. Andrews Fair Saturday event and how will you raise money?  Leave blank if not a fair Saturday event. |  | |
| Title of your event |  | |
| Proposed date and time of event: |  | |
| **Proposed venue details** including address with postcode: |  | |
| Please summarise your proposed event or activity (150 words max) |  | |
| Please tell us how your proposed activity meets the criteria of this fund.  Please see section in Guidance notes under ‘**AIMS + OBJECTIVES /CRITERIA’** for assessment of your application’ make specific reference to the objectives / criteria where possible in your answer. |  | |
| Please tell us how you ensure your event appeals to other communities? |  | |
| Please tell us how your proposed activity relates to the themes of DIVERSITY – CITIZENSHIP - HOME |  | |
| Please acknowledge by ticking this box that in the event your application is successful you will complete the event evaluation form that will be sent to.  It is a condition of the grant that submitting evaluation form is essential. Failure to submit an evaluation will entail failure to adhere to the grant’s conditions. | |  |
| Please detail your income and expenditure for the event, indicating the funds requested from BEMIS Scotland |  | |

## Submission of Application

We prefer applications to be sent to us by email. Please return this completed form to: [**festival@bemis.org.uk**](mailto:festival@bemis.org.uk)

If cannot return your application by email and need to send it by post please send it **by recorded delivery** to the following address:

SWF

BEMIS Scotland

4th Floor, Centrum House

38 Queen Street

Glasgow, G1 3DX

We are not responsible for any application sent to us by standard post that is not delivered.

## Contact

If you have any queries please get in contact by emailing [festival@bemis.org.uk](mailto:festival@bemis.org.uk) or calling the office on 0141 548 8047.

You can also follow us on Twitter ([@bemis\_scotland](https://twitter.com/bemis_scotland)) and Facebook ([facebook.com/bemisscotland](https://www.facebook.com/bemisscotland)) to keep up to date with news about funding.