



Lowestoft Town Council Grant Awarding Policy

Grant Application Form

Please complete this form and send it with:

- Your Equality Policy, or equivalent (and Safeguarding Policy if project relates to young and/or vulnerable people)
- Your constitution or equivalent

to *The Town Clerk, Lowestoft Town Council, First Floor, Hamilton House, Battery Green Road, Lowestoft, Suffolk, NR32 1DE* or e-mail admin@lowestofttowncouncil.gov.uk

About your organisation. Insert 'yes' or 'no' and/or provide additional information where relevant	
Name of organisation	Suffolk Sober Spaces
Name of account to which payment to be made (explain if not your organisation's name)	Lloyds Bank Treasurers Account. Account Name: Suffolk Sober Spaces [REDACTED]
What does your organisation do? (100 words max)	Suffolk Sober Spaces is a not for profit CCG – Organising Open Mic and entertainment Events that support anyone in recovery from addiction to drug, alcohol and substance abuse, domestic abuse, and mental health problems. Established 27 th of August 2022, our motto is 'Together, Through Music We Celebrate Recovery'. Supporting the development of confidence of individuals, through development of talent, musical and performance skills, whilst in a supportive group that encourages respect and friendship.
What relevant local area does your organisation cover?	Lowestoft primarily, though we also participate in other Suffolk activities.
Who are the main beneficiaries of your work?	Individuals in recovery from addiction to drugs and alcohol. Mental health issues. Domestic abuse. Also those who may be impacted.
Are you a charity? If yes, describe the type of charity	No.
If registered, what is the charity number?	Not Applicable.



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Not-for-profit? If no, describe the organisation	Suffolk Sober Spaces. We are a Constituted Community Group (CCG) Primary activity. Open Mic Evenings that support and encourage talent within the recovery community. 'Together Through Music We Celebrate Recovery'
Organisation income (last complete financial year)	£2920.00
Organisation expenditure (last complete financial year)	£1997.15
Contact details	
Name	[REDACTED]
Address	[REDACTED]
Telephone number/s	[REDACTED]
E-mail	suffolksoberspacesccg@gmail.com
Position within organisation	Chairperson
Explain how you are authorised to make this application on behalf of the organisation	As Chairperson, with the support of the Steering Group and Committee. Also kindly guided by key figures from various associations.
About your project	[REDACTED]



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Please provide details of the project and how the project will benefit the people of Lowestoft (250 words max).	Suffolk Sober Spaces is a not for profit CCG – Organising Open Mic and entertainment Events that support anyone in recovery from addiction to drug, alcohol and substance abuse, domestic abuse, and mental health problems. Established 27 th of August 2022, our motto is ‘Together, Through Music We Celebrate Recovery’. Supporting the development of confidence of individuals, through development of talent, musical and performance skills, whilst in a supportive group that encourages respect and friendship.	
Total cost of project	£1980.00	
Breakdown of cost	Please see attached Excel costing breakdown.	
Grant requested from Lowestoft Town Council	£1980.00	
What specifically would the grant from the Council fund?	This would cover the operational costs of Suffolk Sober Spaces Open Mic and other entertainment events. This will allow us to invest in our growth.	
Have any funds been requested/agreed from other sources? Provide details	No.	
When are the funds required?	April 2024.	
Project start date	April 2024	
Project completion date	March 2025	
Compliance Agreements (insert ‘YES’ to indicate your agreement to the questions below. If you do not intend to comply, insert ‘NO’.)		
Do you authorise us to hold and use information that you have provided, for the purpose of processing and monitoring this grant application? You can ask us for details of the information we use for this purpose at any time.	Yes	
Do you acknowledge that if you provide false or misleading information in your		



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application or at any point in the life of any grant, we will provide information to relevant enforcement agencies and take any action to recover any funds and damages, as we deem appropriate?	Yes
Do you authorise us to use information about your project and organisation as part of our publicity and promotion of our grants programme?	Yes
Do you agree to acknowledge the Council appropriately on all of your related publicity and promotional material including posters, advertisements, press releases and leaflets?	Yes
Do you agree not to distribute funds granted to any other organisation, other than as agreed as part of the grant award?	Yes
Do you agree to report the outcome and impact of the grant to the Council as required in the Council's Grant Awarding Policy?	Yes
Do you agree that any grant awarded will only be used for the purpose for which it was given and in compliance with any conditions applied?	Yes

Signed



Date 19th MARCH 2024

(Signatory must be authorised to act on behalf of the organisation and, if different from the main contact listed above, this should be explained.)