**Age Scotland, About Dementia, and Scottish Government Funding Partnership**

**Empowering Dementia Friendly Communities**

**Application Form**

Deadline for applications**: 5:00pm Friday 11th March 2022**

Email address for submitting applications**:** [**DementiaGrants@agescotland.org.uk**](mailto:DementiaGrants@agescotland.org.uk)

**Before completing this application form, please read the separate guidance document outlining the requirements of this fund and what you will need to demonstrate in your application.**

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| **Organisations can apply for funding of between £25,000 – £100,000 for projects lasting up to 12 months.**  **Any legally constituted organisation or group of organisations can apply. As this funding stream builds on and continues the themes of the Life Changes Trust’s call for Local Legacy Partners in 2021, beneficiaries of the Local Legacy Partner fund will not be eligible to apply.**   **Please see the full guidance document for more information about eligibility criteria.** |

**Application Form**

Where required, please indicate your answers as X in the appropriate boxes.

If you are applying as a collaboration, please select one person to be your point of contact.

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| --- | --- |
| **Name of main contact** |  |
| **Job title** |  |
| **Full name of organisation** |  |
| **Address** |  |
| **Email** |  |
| **Phone number(s)** |  |
| **Legal status of your organisation** |  |
| **Any registration details e.g., OSCR charity number** |  |

**Is your application from:**

|  |  |  |
| --- | --- | --- |
|  | Yes | No |
| A single organisation |  |  |
| Two organisations |  |  |
| A collaboration of organisations |  |  |

**If from more than one organisation, please list the applicant organisations below and provide written confirmation (attached with this application form) from the most senior person in each of these organisations that they are fully content to take part in the partnership.**

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**Section A – Overview of proposal**

Please answer the following questions as **clearly and concisely** as possible.

Q1. What is the project that you are proposing and what work would you like to do?

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Q2. How are you involving people living with dementia and unpaid carers of people with dementia **in the shaping and delivery of all work?**

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Q3. How will people living with dementia, unpaid carers of people with dementia and the wider community **benefit** from this work?

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Q4. How does this work **embody the principles of a Dementia Friendly Community and Community-Led Post-Diagnostic Support**? What evidence do you have to support your projects’ approach?

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**Section B – Delivery of the work**

Q1. What is the **capacity and expertise** within your organisation to deliver this work?

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Q2. Please detail a proposed timeline which demonstrates **how you will deliver this work within 12 months**

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Q3. Please provide a detailed plan on how you will ensure the **long-term sustainability** of this work and how you will use your learning to influence local policy

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Q4. How many people do you estimate that you will reach during this 12-month period?

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**Section C – Finance Narrative**

* Please attach a detailed budget
* Below, please provide a narrative to accompany the budget. We are keen to know how you have arrived at the figures in your budget and the purpose of each budget line. We may come back to you with questions about your budget, so we are all clear about it.
* If you are working as two organisations or in a collaborative partnership, we need to know who is primarily responsible for the budget, i.e., one organisation and how the organisation primarily responsible for the budget will disperse funds to the other organisations involved (where applicable).

**Finance Narrative**

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**Section D – Supporting information**

For grant payments to be made by **Friday 1st April**, please include your organisation’s bank details below:

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| --- | --- |
| Account holder name |  |
| Account number |  |
| Sort code |  |

Alongside this completed application form, please make sure you attach a copy of the following documents. (If you are unable to do this, please give reasons in the box below):

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| --- | --- | --- |
| **Attached Items** | **Yes** | **No** |
| Your organisation’s governing document, e.g., Articles of Association, Constitution |  |  |
| Most recent audited/independently examined accounts |  |  |
| Bank details verification e.g., copy of heading from your Bank Statement |  |  |
| Your organisation’s current safeguarding policy |  |  |
| Job description(s) if you are applying for staff costs |  |  |

**Reason for not attaching an item**

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**Section E - Declaration**

**I am authorised to put forward this application on behalf of my group/ organisation, and to sign this declaration.**

On behalf of my group/organisation, I agree that if we are awarded a grant from Age Scotland, we will keep to the standard terms of grant described below and any further terms and conditions set out in the grant notification letter.

* Able to receive the Award as a lump sum payment by 1st April 2022
* Complete the funded work within a 12-month timescale
* Work with About Dementia and Age Scotland to define requirements for regular reporting and develop an evaluation framework
* Participate in and contribute to Dementia Friendly Communities Learning and Mentoring Network and About Dementia’s policy and influencing work
* Submit six-monthly finance and progress reports to About Dementia
* Follow communications guidance from Age Scotland / About Dementia around branded materials and promotion.

**NB funding not spent within the timeframe outlined may be subject to clawback.**

**Privacy Statement**

Age Scotland is committed to protecting and respecting your privacy. The information you provide on this grant application form will be held securely. For more information about Age Scotland privacy practices please visit our website <https://www.ageuk.org.uk/scotland/help/privacy-policy/> or Tel: 0333 323 2400.

**Signed:**

**Position:**  **Date:**

Please send this completed application form and the supporting documentsto [DementiaGrants@agescotland.org.uk](mailto:DementiaGrants@agescotland.org.uk) **no later than 5:00 PM on Friday 11th March 2022.**