

# Community Grant Eligibility Checklist

## - Organisations



- Thank you for your application!
- Please complete and send this checklist back to GBL as soon as possible.
- If you are successful in your grant application, you will be asked to provide proof of the below documents and declarations.

<b>Organisation Name:</b>	<b>Project:</b>	<b>Lead person:</b>

<b>Supporting Documents</b>	<b>provided yes / no</b>	<b>If 'no' please give a reason</b>
Constitution, terms of reference or other governing document for the group/organisation	Yes / No	
Most recent annual accounts for 12 month period	Yes / No	
Bank Account for organisation on signed letter headed paper	Yes / No	
Public Liability Insurance <i>(if needed for your project)</i>	Yes / No	
Risk Assessment for Project	Yes / No	If no, you will be asked to complete a GBL risk assessment template
Safeguarding Policy <i>(if working with unaccompanied under 18s, elderly or vulnerable adults)</i>	Yes / No	

<b>Declaration items</b>	<b>Declaration (Yes / No)</b>
I declare that no Director, Trustee or member of the managing committee has a criminal conviction or pending criminal investigation into fraud or an offence involving dishonesty.	Yes / No

Signed: .....

Print: .....

Date:.....

Position:.....

Organisation:.....