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| **East Lothian Council****One Council Partnership Fund****Grants for Communities** |
| **2026/2027** |
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| **ourvision** |
|  |
| For Official Use only**Name of Organisation** |  | Date received: |

* This application form is for a grant for 2026/27 under East Lothian Council’s One Council Partnership Fund.
* The closing date for applications **is Tuesday 30th September 2025.**
* Please note before completing this application for funding you should refer to the **East Lothian Council Plan** **2022-27** and **The East Lothian Plan 2017-27,** the Partnership’s Local OutcomesImprovement Plan (LOIP),available at:

 [The Council Plan 2022-27 | Our performance | East Lothian Council](https://www.eastlothian.gov.uk/info/210603/performance_and_spending/12729/the_east_lothian_council_plan_2022-2027)

 [East Lothian Plan 2017-27 | East Lothian Council](https://www.eastlothian.gov.uk/downloads/download/12534/east_lothian_plan_2017-27)

* Information and frequently asked questions about this fund can be found at [www.eastlothian.gov.uk/funding](http://www.eastlothian.gov.uk/funding)
* The completed application form and supporting documentation should be emailed to: partnershipfunding@eastlothian.gov.uk
* You will receive confirmation of receipt of your application by e-mail.
* Please use the checklist to ensure that you have included the required additional information.
* If you have any questions, please refer to the Council’s website:

<https://www.eastlothian.gov.uk/info/210623/funding/12403/one_council_partnership_fund>

or email: partnershipfunding@eastlothian.gov.uk

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| **Q1.** **What is the name of your organisation?** |
| **Name:** |  |
| **Address:** |  |
| **Postcode** |  |
| **Telephone number** |  |
| **Email** |  |
| **Website** |  |
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| **Q2. Please provide the contact details of the person responsible for this application** |
| **Name:** |  |
| **Role:** |  |
| **Address:** |  |
| **Postcode:** |  |
| **Telephone:** |  |
| **E-mail:**\*This email address will be used for all correspondence regarding this funding application |  |
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| **Q3.** **What type of organisation are you?** |
| [ ]  **Constituted group (including sports clubs)** |  |
| [ ]  **Registered Charity** *Insert Registration Number* |  |
| [ ]  **Community Council** |  |
| [ ]  **Other** |  |
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| **Q4. Please describe what activities and/or items you would like us to fund. (500 word)\*** |
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| **Q5. Which area(s) will benefit from the project?** |
| Musselburgh  | **☐** | Haddington & Lammermuir | **☐** | Fa’side/Tranent | **☐** |
| Preston Seton Gosford | **☐** | Dunbar & East Linton | **☐** | North Berwick & Coastal | **☐** |
| All of East Lothian | **☐** | Village (Please name) |  |
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| **Q6. How many people will benefit?** |  |
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| **Q7. When will the project/area of work start and finish?** | Start |  |
|  | Finish |  |

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| **Q8.** **Referring to the Council Plan and East Lothian Partnership’s Local Outcomes, which of the following outcomes will your project support? (please tick)** |
| **Grow our Economy** – increase sustainable and inclusive growth as the basis for a more prosperous East Lothian aligns with current council priority to: Deliver key infrastructure, economic development and environmentally sustainable projects within available council resources and maximising external funding  [ ]  |
| **Grow our People** - give our children the best start in life and protect vulnerable and older people aligns with current council priority to: Target resources on statutory services and focus on the highest risks and those most in need. [ ]  |
| **Grow our Communities** - give people a real say in the decisions that matter most and provide communities with the services, infrastructure and environment that will allow them to flourish aligns with current council priority to: Deliver key infrastructure, economic development and environmentally sustainable projects within available council resources and maximising external funding [ ]  |
| **Grow our Capacity** – deliver excellent services as effectively and efficiently as possible within our limited resources flourish aligns with current council priority to: Ensure the financial sustainability of the Council through the delivery of approved savings and transforming the way we deliver services. [ ]  |

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| **Local Outcomes Improvement Plan** (LOIP)**Theme 1 Prosperous:** |
| Outcome 1.1 East Lothian people are working, are free from in-work poverty and are able to develop and improve their work skills. | [ ]  |
| Outcome 1.2 Local businesses are thriving and the business base is expanding. | [ ]  |
| Outcome 1.3 People and businesses in East Lothian have better access to digital infrastructure and the digital skills they need. | [ ]  |
| **Theme 2 - Community Minded:** |
| Outcome 2.1 East Lothian has strong resilient communities where people respect and support each other. | [ ]  |
| Outcome 2.2 East Lothian people can live affordably and contribute to a thriving community life in a high-quality environment. | [ ]  |
| **Theme 3 – Fair:** |
| Outcome 3.1 We tackle the causes and effects of poverty in East Lothian and we reduce the gap between the richest and the poorest people. | [ ]  |
| Outcome 3.2 People in East Lothian are enjoying healthier lives. | [ ]  |

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| **Q9. Explain how this project will support the Council’s objectives and East Lothian Partnership’s outcomes outlined at 5 above. The current council plan has a focus on targeting council resources to those communities and residents who are our highest risks and those most in need; with a view to acting early to prevent these groups needing statutory interventions. Using this focus, aligned to the council and communities’ priorities, which of the following outcomes will your project support:** • Addressing inequalities, and the cost-of-living crisis [ ] • Promote wellbeing and reduce social isolation [ ]  • Provide more youth work opportunities for our children and young people [ ]  • Respond to the Climate Emergency [ ] • Promote volunteering [ ]  |
| **Please also outline how you will evidence the impact of this funding, to demonstrate how the aims will be achieved. (750 word)\*** |
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| **Q10. Please tell us how you have evidenced need for this project for East Lothian’s communities? Your answer should include the involvement of voice of people using your service where appropriate. (600 words) \*** |
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| **Q11.** **How will** **you ensure your project is as inclusive and accessible as possible? (250 words)\*** |
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| **Q12. How will you evaluate the impact of your project in respect of outcomes for communities and people who use your services? (250 words) \*** |
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**Q13. Please provide a detailed breakdown of the costs of this project**

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| **Item/activity**(E.g. staff, premises, running costs etc.) | **Total Costs 2026/2027(financial year)****£** | **Contribution from reserves****£** | **Total required from OCPF Grant Fund****£** |
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| **TOTAL:** |  |  |  |

**Q14. Applicants are expected to explore additional sources of funding to support the project. Detail other funding you have secured or have applied for:**

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| **Source/Funder** | **Amount in £** | **Progress / Status****(Approved or pending)** |
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**Q15. Are you currently in receipt of any other income from East Lothian Council or other supported bodies such as Area partnerships etc?**

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| **AMOUNT** | **PURPOSE** | **Funding provided by (Council department)** | **Which area benefits from funding?** | **Village name (Where applicable)** |
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| **Q16. We require details of your organisation’s unrestricted reserves. Please confirm how much your organisation holds in unrestricted reserves, as stated in your most recent approved set of accounts** |
| **£** |
| **If your organisation has planned use for these reserves please provide details below:** |
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| **DECLARATION** |
| *Please note that, if you provide false, incomplete or inaccurate information in your application or if at any point in the life of any grant awarded fraud is identified, the Council may hold you liable and will be entitled to stop any further scheduled payment under the grant agreement as well as provide your details to relevant fraud prevention agencies.**The Council may use the information you have provided on your application form during assessment and during the life of your grant (if awarded) to administer and analyse grants.**The Council recognises the need to maintain confidentiality and details will not be made public in any way, except as required by law.**On completion and submission of this form you confirm that you understand the Council’s obligations under the Data Protection Act 2018, and the Freedom of Information Act 2000.* *We confirm that the information contained in this application is to the best of our knowledge true and accurate, that we will comply with the terms and conditions of grant. Failure to abide by conditions may result in organisations having to repay their grant and could affect future funding applications.* |

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| ***I confirm that I am authorised to submit this application on behalf of:*** |
| **Name of Organisation:** |  |
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| And that the required policy, procedures, insurance and legal documentations as indicated on the next page are in place.  |
| **Print Name** |  |  | **Witness Name** |  |
| **Signature** |  |  | **Signature** |  |
| **Position in Organisation** |  |  | **Date** |  |
| **Date** |  |  |  |  |

**CHECKLIST**

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| **Please tick to ensure that you have enclosed the following information:** |
| [ ]  | Copy of most recent constitution or Memorandum and Articles  |
| [ ]  | * Statement of Accounts **MUST** be included, which have been externally verified including a record of reserves. A copy of the organisation’s most recent bank account statement. This must be in the name of the organisation, with at least two unrelated signatures required to sign or withdraw money.
* If your organisation has been established for less than 12 months submit copies of last three months’ bank statements. In this instance, please also give an estimate of first year’s income and expenditure.
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| [ ]  | I have read and understand the stated strategic outcomes and can confirm my organisation’s project will contribute to achieving one or more of these outcomes. |
| [ ]  | Any documentary evidence that is required to support your application (research, reports, etc.). |
| [ ]  | We will require successful applicants to demonstrate that they have appropriate organisational policies/procedures in place, i.e. employment, equalities, grievance and complaints procedure, disciplinary policy, environmental policy, Adult and Child Protection policies and disclosures, and appropriate insurance policies. Your staff and volunteers must be suitably trained to deliver the project. Your Data Protection/Confidentiality/GDPR policy will also be required. **Please tick to confirm that you have these in place.** **You should not provide these at this stage**. If successful, you may be asked to provide copies. If your organisation does not have any of these policies in place, support can be provided from Volunteer Centre East Lothian (VCEL). |
| [ ]  | The declaration above has been signed. If you submit you application by e-mail and are able to include an electronic signature please do so, alternatively type your name. If your application is successful, your signature will be required at the offer of grant stage. |

**The closing date for applications is Tuesday 30th September 2025**

**Please return completed application form and supporting** **documents to**: Partnershipfunding@eastlothian.gov.uk