

# Big Lunch Application Form

Would you like to host an event which encourages residents to come together and be neighbourly, form new friendships and help make the community stronger?

Leigh Neighbours is once again supporting the Eden Project's BIG LUNCH initiative!



In previous years, we've helped local people lay on a range of events, from children's tea parties and barbecues to bingo club hot pots... all designed to build community spirit and bring people together. We're now inviting local groups, organisations and individuals to submit an application for funding to deliver an event or activity, to be held during the period from 29 May to 12 June.



**Please tell us about your idea for BIG LUNCH.** *Does your idea have a name? Summarise your idea and tell us what it is, where it will happen, how many people you think might attend and how you'll publicise it. How will your event encourage neighbours to come together, even if they've never met before?*

**Who is working on your idea with you? eg neighbours, council, clubs, etc** Please list

**Please tell us how much money you'll need for your idea.** Maximum funding available is £250. If you are a group or organisation, you'll need to provide match-funding at 20%. Please include a breakdown of the costs with evidence of your costings.

**Name of individual, group or organisation making the bid:**

**Name of lead person:**

**Contact address with postcode:**

**Phone number:**

**email address:**

**BACS details** Account Name  
Account Number  
Sort Code

#### **Who can we fund?**

We can support: individuals who live in the project area, voluntary and community organisations, community councils, social enterprises and private companies (provided our grants do not contribute to the profits they distribute). If you represent a funded service – a school, council service or department, the Police, the library service or similar – we will not provide any funding that simply replaces statutory funding to meet a statutory obligation. Any funding we provide should be additional to public funding.

#### **By submitting this form you are agreeing to the following:**

- All funds that you receive will be used exclusively for the Big Lunch event or activity that you've proposed.
- All invoices and receipts will be made available for inspection within 30 days of the event or activity taking place.
- Any Big Lunch funding not used will be returned to the Leigh Neighbours Partnership Board no later than 30 days after the event or activity has taken place.
- Funds will not be used for the purchase of alcohol, cigarettes or any other form of intoxicant.
- That no local resident will be excluded from your event or activity should they wish to join in.
- That photographs of you and your idea can be used in Leigh Neighbours publicity.
- That you take full responsibility for your event and indemnify Leigh Neighbours for any loss, damage or injury.
- You report back to us at the end of your project on how it went.
- If your application is unsuccessful, Leigh Neighbours will not be liable for any costs incurred by the applicant.

**Signed:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Please submit your completed application form by **5.00pm on Friday 20 May 2016**. This will allow us to assess all of the applications and get in touch with successful bidders so they've got plenty of time to plan! For more information about Big Lunch, visit: [www.thebiglunch.com](http://www.thebiglunch.com)

**Please return the completed form to:**

**Stephen Ruffley**

**Leigh Neighbours Project, C/O Leigh CAB, 6 The Avenue, Leigh WN7 1EB**

Alternatively, scan it in and email to [info@lnpb.org.uk](mailto:info@lnpb.org.uk)

*If you need help filling in this form, please contact Stephen on 01942 709709.*