



Bright Ideas Application Form

Before completing this form, please read the Bright Ideas Guide, which you can find on our website at <http://www.brightlifecheshire.org.uk/get-funded/useful-documents/>

1. What is your group or organisation's name and address?

Group/organisation name
Main or registered address
Website address (if any)

2. Who will be Brightlife's contact at your organisation?

Contact's name	
Position in group/ organisation	
Contact's phone number(s)	
Contact's email address	

3. What is the name of your Bright Idea?

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Question 1

Give the full name of your group or organisation.

Tell us your group or organisation's main or registered address, including postcode.

If you have a website, please tell us the address.

Question 2

This must be the person that submits the application. They should be someone from your group or organisation who can talk about your project and who we can contact during office hours.

Question 3

Give your Bright Idea a short title that will be used for publicity purposes. Try to make it unique to your Bright Idea.

4. Tell us about your Bright Idea (max. 500 words)

Question 4

Describe your Bright Idea. Tell us what you will do, how you will do it and where you will do it. Tell us how long your project will last (up to a maximum of 18 months).

5. What issue is your Bright Idea addressing? Have you spoken to anyone who could benefit from your idea and what did you find out? (max. 400 words)

Question 5

Tell us about the specific social isolation issue you are aiming to address with your idea. Who will benefit from it? How will they benefit?

If you have spoken to people who could benefit from your idea, tell us how you did that. Was it at a meeting, an activity or via a survey for example? What did these people tell you and how has that helped shape your idea?

6. How will you reach socially isolated people and encourage them to take part in your project? How many people do you think you'll be able to work with? (max. 300 words)

Question 6

Tell us how you will find the socially isolated people that you want to help. Once you have found them, how will you let them know about your project and encourage them to take part? Describe anything that you think might prevent people taking part and how you could overcome it.

Please also give an indication of how many people you think you will be able to work with over the course of your project.

7. How will your project be sustained when Brightlife's funding finishes?
(max. 200 words)



Question 7

Make sure you have read and understood Section 3 of the Bright Ideas Guide.

Explain how you will keep your project going when your funding from Brightlife finishes. Examples of how you might do this include:

- Making use of volunteers to run the project
- Seeking additional funds from elsewhere
- Using your group or organisation's own funds
- Charging people to use the service or attend activities

8. How will you make sure you have the time and resources to take part in the Brightlife evaluation? (max. 300 words)

Question 8

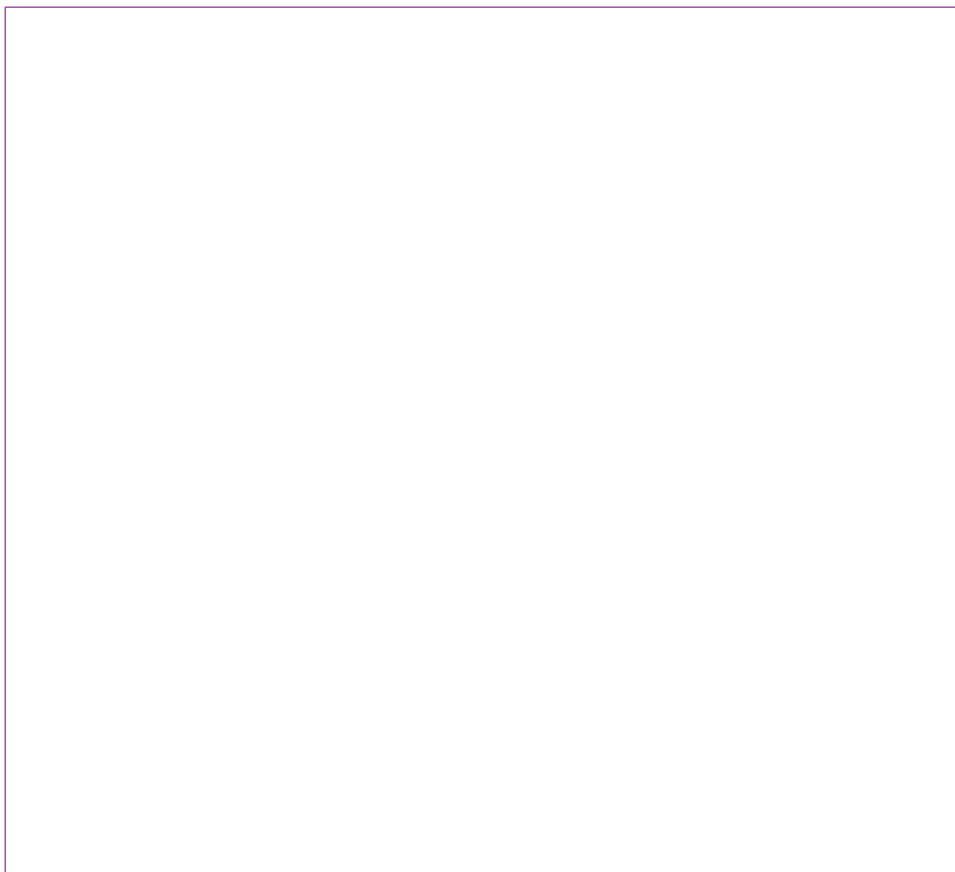
Make sure you have read and understood Section 3 of the Bright Ideas Guide and that you have looked at the CMF questionnaire.

Tell us how you will make sure that you can take part in our evaluation.

Think about:

- How you will encourage people to complete the CMF
- When and where you will ask them to do this
- The staff/volunteer time needed to help people complete the CMF
- The time it will take to record your participant data

9. Please describe how you will promote and publicise your project (max. 200 words)



Question 9

Tell us about the methods you will use to promote and publicise your project locally.

10. How much will your Bright Idea cost?

a) How much will each item or activity cost and how much will you need from Brightlife?

Item or activity	A Total cost	B Amount needed from Brightlife
	£	£
	£	£
	£	£
	£	£
	£	£
	£	£
	£	£
	£	£
	£	£
	£	£
	£	£
	£	£
	£	£
	£	£
	£	£
Totals	£	£

Question 10 (a)

List all of the individual items or activities that will be required for your Bright Idea.

Think about everything you will need. This might include:

- Premises
- Staff
- Volunteer expenses
- Transport
- Marketing & publicity
- Technology
- Equipment

Include everything you will need, even if you are not asking us to fund it.

Give the total cost of each item or activity in column A and put how much you need from us in column B. If you want us to fund all your project costs, then the figures in column A and column B will be the same.

The total requested from Brightlife must be between £5,000 and £20,000.

Please check that you have added the totals up correctly.

b) If the total in column A is higher than the total in column B, where is the rest of the funding coming from? (max. 200 words)

Question 10 (b)

Let us know if you have already raised other funds, if you plan to use reserves or savings, if you will receive in kind funding from, individuals, groups or organisations, or any other means by which you will access funds.

If you have applied to other funders but have yet to hear from them, tell us who they are and when you expect a decision.

If you want us to fund all your project costs and are not contributing any funding from other sources, write 'Not applicable' in this box.

11. DECLARATION

I (insert your name) am authorised to apply for funding on behalf of my group or organisation and have answered all questions on this application form. I have not withheld any information or provided any misleading statements. I understand that if my application is accepted, I will be asked to attend a Bright Ideas Panel, after which a final decision on funding will be made.