# **Community Conversations Fund application form**

## **Your details**

**Name of organisation or group:**

**Type of organisation:**

Registered charity

Community group

Community interest company

Faith group

Other

**Charity or company number (if applicable):**

**Main contact name:**

**Position in the organisation or group:**

**Email address:**

**Telephone number:**

**Address:**

## **Project information**

**Provide a brief overview of your proposed conversation. How will you engage the community?** (Word limit: 150 words)

**Give us more details about your plan.**

This should include:

* when the community conversation will take place (start and end dates)
* where the community conversation will take place
* how you will engage the community

**Describe the specific groups or communities your conversation aims to include and the estimated number of people you will engage.** (Word limit: 100 words)

## **Budget**

**Amount requested from this fund**: £

**Total cost of the engagement activity:** £

**How will the money be spent?** Provide a breakdown, for example, venue hire, materials, facilitator fees, translation services. List each item and its estimated cost.

## **Inclusivity and accessibility**

Explain how your community conversation will be inclusive and accessible. Consider aspects such as language, venue, and accessibility requirements. (Word limit: 100 words)

## **Evaluation methods**

**What community insights do you expect to gather from your community conversation?** Refer to the engagement questions in the guidance.

**Describe how will these insights be captured.** (Word limit: 150 words)

## **Declaration**

I confirm that:

* I have read and understand [the guidance notes](https://www.bracknell-forest.gov.uk/council-and-democracy/get-involved/community-conversations-fund)
* the information I have provided is accurate
* my organisation has appropriate governance in place to manage the funds responsibly
* my organisation has the necessary policies in place to deliver this project, for example, financial, safeguarding, equality and diversity
* if successful, I will provide a short report on the use and outcomes of this funding

**Name:**

**Date:**

Send your filled out application form to [communities@bracknell-forest.gov.uk](mailto:communities@bracknell-forest.gov.uk) no later than 9am on Tuesday 15 July 2025.