**Sutton Innovation Fund Application Form**

Organisation Name

Contact Name

Contact Email

Video Title

To apply for the first stage you must be able to tick the following:

|  |
| --- |
| Part one – You must be able to answer yes to all of part one to apply |
|  | Yes | No |
| Is your group a voluntary or community organisation (including if you are a registered charity or company)?  |  |  |
| Is your group a corporate body or does it have a formal constitution if not incorporated? |  |  |
| Does your group work in England and provide quantifiable benefit to Sutton? |  |  |
| Does your group have its own bank account, which requires two unrelated people to authorise cheques and make withdrawals (including debit card or internet purchases and cash withdrawals)? This must be in the name of the organisation applying. |  |  |
| Does your group have at least three members on its governing body? |  |  |

|  |
| --- |
| **Part two – if you don’t have the policies listed below before applying for the first stage you must be willing to work with the team to get this in place.** |
|  | Yes | No |
| Does your organisation have a safeguarding policy (if it works with vulnerable adults or children)? |  |  |
| Does your organisation have an Equality and Diversity Policy? |  |  |
| Does your organisation have a Health and Safety Policy covering staff, volunteers and service users? |  |  |
| Does your organisation have public liability insurance? |  |  |
| Is your organisation GDPR compliant?  |  |  |

Signature Date