

Application Form Template

Conflict of interest

Do you have any actual or potential conflicts of interest relating to this application or the proposed project?

Yes No

Guidance

A **conflict of interest** arises where an individual or organisation connected to this application has personal, professional, or financial interests that could, or could be perceived to, influence decisions relating to LNER CCI funding.

This may include (but is not limited to) situations where:

- A trustee, staff member, or volunteer of your organisation has a **close personal relationship** (e.g. family member or partner) with an LNER employee involved in the CCI Fund
- An LNER employee involved in assessing or overseeing the fund is also a **trustee, advisor, volunteer, or recent employee** of your organisation
- An individual connected to the application or project delivery could **benefit financially**, directly or indirectly, from the funding
- An individual holds **decision-making roles in more than one organisation** applying to the same CCI funding round

If you are unsure whether something constitutes a conflict of interest, please select **Yes** and provide details.

Declaring a conflict of interest will not negatively affect your application.

Failure to declare a relevant conflict may result in your application being withdrawn.

If you answered "Yes", please provide details below:

- Nature of the conflict
- Individuals involved
- How the conflict will be managed (e.g. individuals stepping away from decisions, independent oversight, transparent procurement)

| Application Form Template | |
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| Registered Company Name | |
| Registered Company or Charity Number | |
| Annual Income | <i>Your organisation's most recent annual income.</i> |
| | |
| Company / Organization Name | |
| Project Name | |
| | |
| Primary contact name, phone number, and email address | <i>We may contact this person if we need further information</i> |
| Secondary contact email address if required | |
| City/Town/Village | |
| Post code | |
| Nearest Station | <i>Select the closest station to your project.</i> |
| | |
| Brief Project Summary <i>Maximum 600 characters including spaces</i> | Provide a clear overview of your project. The information you include here will be used externally to support the final decision-making process on which projects receive funding. |
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| Who will benefit from your project? | <ul style="list-style-type: none"> • Approximate number of beneficiaries |
| | <ul style="list-style-type: none"> • Which groups or communities? • Primary age group (if relevant) |
| | |
| Priorities | Please tick the priority the application will support. Only one priority can be chosen. |

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| <p>Maximum 3,000 characters including spaces</p> | <p><input type="checkbox"/> Better for People <input type="checkbox"/> Better for Places <input type="checkbox"/> Better for Planet</p> |
| <p>Explain how your project supports your chosen priority.</p> <p>You may include how your project supports additional priorities if this is relevant to your application.</p> | |
| <p>Project Scope Maximum 6000 characters including spaces</p> | <p>Answer the following questions when completing this section.</p> <ul style="list-style-type: none"> • What is the specific need or problem your project will address, and how was it identified? • How will you use this funding to address the identified need? <ul style="list-style-type: none"> ○ What activities will you deliver? ○ Who will deliver them? ○ Where will they take place? • <i>What positive changes would this grant make to the lives of people who use your project/service?</i> |
| <p>Total CCIF amount requested</p> | <p>The proposal should set out how much funding is requested from LNER's Customer and Community Investment Fund.</p> |
| <p>Total cost of project. Including a breakdown of costs.</p> | <p>Applications without a full cost breakdown will not be considered.</p> <p>The maximum amount that can be applied for is £10,000.</p> <p>Provide a clear breakdown of costs</p> <ul style="list-style-type: none"> • Total project costs • Amount requested from CCIF (£1,000–£10,000) • Itemised breakdown of costs • Any confirmed or expected match funding <p>Funder preference: We prefer to be the sole funder or one of two funders. We do not support projects with more than two funders.</p> |
| <p>Match funding (if applicable)</p> | <p>Tell us about any additional funding or in-kind support (e.g., volunteer time, donated resources). This is not essential but will be viewed positively.</p> |

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| Project Benefits | <p>Answer the following questions when completing this section.</p> <p>Explain the benefits your project will deliver What will constitute a successful project?</p> <ul style="list-style-type: none"> • What are the expected outcomes? • Include targets you expect to achieve or deliver. • Please explain how you will measure, capture, and report on the positive changes made. |
| | |
| Timescales | <p>Provide a month-by-month timeline covering April to March, showing key activities and milestones</p> <p>Projects must be completed within the financial year in which funding is granted.</p> |
| | |
| Organisation's Aims & Experience <i>Maximum 3000 characters including spaces</i> | <p><i>Tell us about your organisation, your experience delivering similar work, and why you are well placed to deliver this project.</i></p> |
| | |
| How do you ensure safeguarding for your beneficiaries and team? | |
| Additional Information | |