



**Northumberland**  
COUNTY COUNCIL

**Please read the guidance to applicants before completing this form.**

When completing this application please include as much detail as possible to assist us in processing it. Please contact Sue Coulthard on 01670 533921 if you need any help completing this form.

**SECTION 1 – About you.**

<b>NAME:</b>	
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<b>ADDRESS:</b>	
<b>POSTCODE:</b>	

<b>NI NUMBER</b>		<b>DATE OF BIRTH</b>	/	/	19
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<b>CONTACT NUMBER(S):</b>		
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**SECTION 2 - About your idea**

What do you want Kickstart funding for?
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What difference will this funding make to your personal progression / job opportunities / etc?
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Give details below of who will be assisting you, for example training provider, equipment supplier, travel company, childcare provider etc.

<b>COMPANY:</b> <b>ADDRESS:</b>     <b>POSTCODE:</b> <b>CONTACT NAME:</b> <b>TEL NO:</b>	<b>COMPANY:</b> <b>ADDRESS:</b>     <b>POSTCODE:</b> <b>CONTACT NAME:</b> <b>TEL NO:</b>
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<b>If starting work, give expected start date:</b>	/ / 200_
<b>If undertaking training, give expected start and end dates:</b> If it is an open learning course, estimate when you will finish.	<b>Start date:</b> / / 200_ <b>End date:</b> / / 200_

**SECTION 3 – About the costs.**

Applicants are encouraged to seek alternative or supplementary funding provision prior to applying to the Kickstart fund. Please tell the total cost of the proposed activity and how much of this cost (if any) you are able to cover yourself through personal contribution or award.

Breakdown (break down the total costs into main areas of expenditure, for example costs for training, equipment, travel, childcare etc):

	£	
	£	
	£	
	£	
	£	
	£	
<b>TOTAL COST:</b>	<b>£</b>	A

1. Your contribution, if any:	£	
2. Any other contributions:	£	
	£	
<b>TOTAL CONTRIBUTION:</b>	<b>£</b>	B

(A-B= C)

<b>KICKSTART AMOUNT REQUESTED:</b>	£ <input style="width: 80%;" type="text"/>	C
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## SECTION 4

Employment Status – Are you: (please tick)

Employed ?  go to **a**

Unemployed?  go to **b**

### a Employment Details

Average hours worked per week:

Employer:

Job Title:

Address:

Postcode:

Tel No:

### b How long have you been unemployed? \_\_\_\_\_ yrs \_\_\_\_\_ mths

Do you sign on at a Jobcentre?  no  yes which? \_\_\_\_\_  
(please tick)

If you have a firm job offer or have had verbal notification from a prospective employer,  
please give details and enclose a copy of any offer letter you have.

Employer:

Job Title:

Address:

Postcode:

Tel No:

All applicants to complete the following

Have you been on any programmes on the past year, eg New Deal, Job Club, ESF funded training course, WBLfA Modern Apprenticeship etc?  no  yes

If yes, which programme? \_\_\_\_\_

When did it end? \_\_\_\_\_

What is the highest qualification you have now?

Above Degree / NVQ 5

Degree / NVQ 4

A levels / NVQ 3

4 or more O levels or GCSEs / NVQ 2

Less than 4 O levels or GCSEs / NVQ 1

Basic Skills (eg Wordpower/Numberpower)

No Qualifications

Other (such as Vocational training)?

## SECTION 5

### **DECLARATION:**

I declare that the information provided on this application form is true to the best of my knowledge. I undertake to notify Northumberland County Council immediately of any changes to the information provided.

If successful in gaining a grant, I agree to notify Northumberland County Council of any change to the information provided.

I agree to provide Northumberland County Council with access to any relevant data and records as required for audit purposes.

I give consent under the Data protection Act 1998 for the County Council to retain and make reasonable use of personal information I have provided, in connection with Kick Start Northumberland, the County Council's policies, procedures and practice and with funding requirements.

<b>SIGNATURE:</b>	
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<b>NAME IN FULL:</b>	
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<b>DATE:</b>	/ / 200__
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### **RETURN THIS FORM TO:**

**SUE COULTHARD, KICK START PROJECT OFFICER  
NORTHUMBERLAND COUNTY COUNCIL  
COUNTY HALL  
MORPETH  
NORTHUMBERLAND, NE61 2EF.**

### **PLEASE NOTE:**

The Kick Start team will contact you about your application within 5 working days of receipt and may require further information before an award can be made.

If your grant application is successful then any award will be made subject to conditions and grant may be withheld or reclaimed if these conditions are not met.

COMPLETION OF THE FOLLOWING SECTION IS OPTIONAL - THE INFORMATION IS BEING ASKED TO ASSIST IN THE MONITORING OF KICKSTART NORTHUMBERLAND AND WILL NOT BE CONSIDERED DURING THE APPRAISAL OF YOUR GRANT APPLICATION.

### **Equal Opportunities**

Please tick any of the groups below you feel you fit into:

- |  |  |
|--|--|
| <input type="checkbox"/> Lone Parent                   | <input type="checkbox"/> Member of ethnic minority group |
| <input type="checkbox"/> Live in rural area            | <input type="checkbox"/> Literacy / numeracy problems    |
| <input type="checkbox"/> Have a disability             | <input type="checkbox"/> Ex-offender                     |
| <input type="checkbox"/> Recently made redundant       | <input type="checkbox"/> Homeless                        |
| <input type="checkbox"/> Out of work more than 2 years |  |

To help us see how our Equal Opportunities policy is working, please tick which ethnic group you belong to:

- |   |   |
|---|---|
| <input type="checkbox"/> White – British                    | <input type="checkbox"/> Asian or Asian British – Bangladeshi |
| <input type="checkbox"/> White – Irish                      | <input type="checkbox"/> Asian or Asian British – other       |
| <input type="checkbox"/> White – Other                      | <input type="checkbox"/> Black or black British – Caribbean   |
| <input type="checkbox"/> Mixed – white and black Caribbean  | <input type="checkbox"/> Black or black British – African     |
| <input type="checkbox"/> Mixed – white and black African    | <input type="checkbox"/> Black or black British – other       |
| <input type="checkbox"/> Mixed – other                      | <input type="checkbox"/> Chinese                              |
| <input type="checkbox"/> Asian or Asian British – Indian    | <input type="checkbox"/> Other                                |
| <input type="checkbox"/> Asian or Asian British – Pakistani | <input type="checkbox"/> Prefer not to say                    |