

**Transparency Fund for Smaller Authorities - Funding Application Form**  
to be completed in conjunction with the Guidance notes for the Transparency Fund application form

Question	Answer	Already purchased
1. What is the name of the council?		
2. Which County Association area is the Council in.		
3. Is the council's turnover less than £25k? (n.b. see Guidance notes for details on turnover)		
4. Does the council have access to the internet?		
<b>If the answer is NO - What will it cost to set up an internet connection?</b>		
5. Set up cost		
6. Yearly cost		
7. Does the council currently have access to a computer?		
<b>If the answer is NO.</b>		
8. Which computer does the council expect to buy?		
9. Cost		
10. Does the council currently have access to a device capable of scanning?		
<b>If the answer is NO.</b>		
11. Which scanning device does the council expect to buy?		
12. Cost		
<b>Web presence</b>		
13. Does the council currently have a website or have access to another website to which it can upload the necessary documents?		
14. If the council is using another organisation's website which involves a cost, please provide details of the cost per annum.		
<b>If the council does not currently have access to a website to which it can upload the documents, please answer the next questions.</b>		
15. Website - Set up costs		
16. Website - annual costs		
<b>Training</b>		
17. Is any training needed?		
<b>If the answer is yes</b>		
18. Description		
19. Cost		
<b>Staffing</b>		
<b>Set up costs</b>		
20. Hours		
21. Hourly rate (Gross)		
<b>Monthly costs - for months up to and including March 2016</b>		
22. Hours		
23. Hourly rate (Gross)		
24. If the council believes it needs to access funding for other items which are not covered by this form, please give concise details of these requirements, the reasons and costs involved here. Please note - if the council chooses to use this box your application may take longer to process and we do not guarantee that we will meet the dates in the attached timetable.		
<b>Total amount requested</b>		
<b>Authorisation</b>		
25. Please confirm that this document has been approved by the council.	Yes / No	
<b>Finance Details.</b>		
Account name		
Address		
Sort Code - six digits		
Account Number - eight digits		
FOR COUNTY ASSOCIATION / ADA USE ONLY - Date received		
FOR NALC OFFICE USE ONLY - Date received		