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**Create a Buzz**

A learning programme

**Application form**

**The background**

Thank you for your interest in being part of this exciting programme. It aims to help people who run or work for enterprises to feel more confident in offering their activities on-line.

This form is designed to help us better understand who you are, what you do, and what you are aiming to achieve in the future. This will help us decide who to offer a place to on this programme.

**What are we looking for?**

On the next page there are some questions we would like you to answer. You can answer them in any way that works for you – this includes writing words, recording a video of yourself, doing an audio recording of you answering them, or creating a slideshow or poster. Whichever method you choose, please make sure that you have given us the information asked for. If you are writing, make sure you send no more than 2 sides of A4 and if it’s a video or audio application make sure it’s no more than 3 minutes long.

**Then what?**

If you have any queries about this form, or the application process, please email Adrian Ashton at adrian@rubystarassociates.co.uk.

Once you are happy with your application, please email it to Adrian. If you are submitting a large file (for example, a video), you may want to upload it to YouTube first, and then email us a link to it instead.

The deadline to send your application is **5pm on Monday 4th July 2022**. We will let you know if you have gained a place on the programme by close of play on Monday 11th July 2022 – if you are unsuccessful, we will offer you feedback.

**The questions…**

1. How large is your organisation? (complete the tick box)
	1. Just me [ ]
	2. Less than 5 people [ ]
	3. 5-10 people [ ]
	4. More than 10 people [ ]
2. How old is your organisation? (complete the tick box)
	1. Not yet started [ ]
	2. Less than 1 year [ ]
	3. 1-3 years [ ]
	4. 3-10 years [ ]
	5. More than 10 years [ ]
3. What type of offline activities do you currently offer, or are thinking about offering; and who are these aimed at?

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| Box to fill in if you decide to write your application  |

1. What is the issue your offline activity exists to address?

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1. How will offering your activity ‘online’ help you have more impact?

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1. What have you done to date that is “digital”?

**The questions continued…**

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1. How do you/will you fund the online activities?
	1. Pay for it myself
	2. Use surplus or money left over from other trading activities
	3. Paid directly by people who take part in the activities, or someone on their behalf

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1. Do we need to make any reasonable adjustments to make sure the programme is accessible to you?

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**Thank you – now mail your application to Adrian at** **adrian@rubystarassociates.co.uk** **before the 4th July – good luck!**

