



## Tewkesbury Town Council

### Application for Grant

*Please read the Guidance Notes and Criteria before completing this form. If you would like help and advice in filling out the application, contact the Town Clerk on 01684 294639.*

*If, after submitting this application, circumstances change that have a bearing on the application and information submitted, please contact the Town Clerk to discuss the situation.*

#### ALL APPLICANTS SHOULD COMPLETE THIS FORM

#### 1. GROUP INFORMATION:

NAME OF GROUP:	
ADDRESS OF PREMISES: (If applicable)	
POST CODE:	
TELEPHONE NUMBER:	

#### FOR OFFICIAL USE ONLY:

RECEIVED:	DATE TO FINANCE:	REQUEST:	AMOUNT GRANTED:	FINANCIAL YEAR:

**2. NAME AND ADDRESS OF CONTACT PERSON:**

*(To whom any correspondence and queries regarding this application should be addressed)*

NAME OF CONTACT:	
POSITION HELD:	
ADDRESS: (If different from above)	
POST CODE:	
TELEPHONE NUMBER:	

**3. GRANT APPLIED FOR:**

TOTAL AMOUNT OF FUNDING REQUESTED:	£
HAVE YOU RECEIVED FUNDING FROM THE TOWN COUNCIL BEFORE?	

FINANCIAL YEARS(S)				
AMOUNT(S)	£	£	£	£

**4. DETAILS OF ORGANISATION:**

- i. Please describe briefly the AIMS AND OBJECTIVES of your organisation and the geographical area it covers:

- ii. Is your organisation (*circle as appropriate*):

A REGISTERED CHARITY?	A FRIENDLY SOCIETY?
A VOLUNTARY ORGANISATION?	OTHER ( <i>please specify</i> )?

- iii. Does your organisation have a constitution?  
(*Lack of a formal constitution will not affect our decision*)

YES / NO

- iv. Please summarise your group's activities for the past year:

**5. DETAILS OF ACTIVITIES FOR WHICH GRANT IS REQUESTED:**

i. For what purpose will the grant be used? *(Please provide a breakdown)*

ii. How will these activities benefit the community of the parish of Tewkesbury?

iii. Are you aware of any other organisations that already provide these or similar activities in *the Parish*? *(If yes, please give brief details and describe how your organisation liaises or works with these groups).*

**6. SUPPORTING INFORMATION:**

Please enclose a copy of your constitution, latest annual accounts and annual report with your application.

DOCUMENT:	ENCLOSED:	NOT PRODUCED:	OTHER: <i>(please specify)</i>
CONSTITUTION:			
LATEST ANNUAL ACCOUNTS:			
LATEST ANNUAL REPORT:			

**7. ADDITIONAL INFORMATION:**

i. Please use this space for any additional information relevant to your application:

ii. Please also state to whom the cheque should be made payable in the event of your application being successful:

**8. OTHER FUNDING:**

i. Have you submitted a bid for funding to any other organisation for this project?

YES / NO
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ii. If yes, for what amount?

AMOUNT:	£
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iii. If you know the result of your bid was it successful/unsuccessful/amount?

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**9. DECLARATION:**

***“I understand that the acceptance of this application by Tewkesbury Town Council does not in any way signify that the Council has agreed that the organisation is eligible for a grant.”***

SIGNED:	
DATE:	
POSITION IN ORGANISATION:	