



# TADLEY TOWN COUNCIL

## APPLICATION FOR GRANT - ORGANISATION/GROUP ONLY

[The Council regret that they are unable to consider grants or sponsorships for individual persons]

**Please Note:** This form **MUST** be completed **IN FULL** before the Council may consider any grant application. Applications must also enclose copies of their organisation's **CONSTITUTION**, their most recent **ANNUAL REPORT**, their last **AGM MINUTES**, & a copy of their most recent published **ANNUAL ACCOUNTS**. [See Page 2, overleaf]

1. FULL NAME OF APPLICANT. [Charity/Organisation]	
2. FULL POSTAL AND <b>EMAIL</b> ADDRESS OF APPLICANT. [Charity/Organisation]	Email:
	<b>POST CODE</b>

3. Regd. Charity No. [If applicable]	4. Telephone No.
5. Full NAME of organisation's delegated contact.	6. Position/Title of nominated contact.

7. Please describe your organisations aims and objectives.

8. Does your organisation work <b>SOLELY</b> for the benefit of the people of TADLEY?		9. If "YES" how many TADLEY residents benefit on a regular basis from your organisation?	
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10. If the answer to question 8 is "NO", please specify the geographical areas that you provide for and the number of persons that regularly benefit from your Charity or organisation.

11. If your organisation is **OUTSIDE TADLEY**, how many TADLEY residents do [or will] regularly benefit from the services you provide? *Please enter in the box on the right >>>*

12. Are you seeking Grant Aid from other sources? [e.g. B&DBC, Hampshire CC etc] Please specify below:

13. How many <b>UNPAID VOLUNTEERS</b> do you have?		14. How many <b>FULL TIME PAID</b> staff?		15. How many <b>PART-TIME PAID</b> staff?	
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16. Have you ever received a grant from Tadley Town Council at any time in the past?		17. If "YES", please enter month, year & amount: DATE when grant awarded? .....
		AMOUNT awarded? £ _____

**PART 2. - ABOUT YOUR GRANT APPLICATION**

18. What GRANT SUM are you applying for to TADLEY TOWN COUNCIL?  
*Please enter the amount applied for IN FIGURES, in the box on the right >*

19. Please provide your bank account number and sort code >

20. Is your organisation registered for VAT? i.e. Can you claim input tax/VAT? >

21. Would you please specify what the grant would be used for? [e.g. Capital project, Running costs, etc]

22. If the grant is towards a PROJECT DEVELOPMENT, do you require formal planning consent?

23. If the grant is to be used for a PROJECT, when do you expect to start and finish?

24. Please give any additional information that you feel is relevant, or will support the grant application. *e.g. Any fund raising events undertaken by your organisation, & any amounts raised. [than grant applications]*

**PLEASE NOTE:** If your grant application is successful, whether in whole or in part, it would be conditional upon you [i.e. your organisation] acknowledging TADLEY TOWN COUNCIL in your Annual Report, or in any other publication [Newsletter, magazine, etc] relevant to your organisation. **In signing this grant application, you agree to be bound by this condition.**

**Signed:** \_\_\_\_\_ **Dated:** \_\_\_\_\_

**You are very welcome to attend the Finance & General Purposes Committee meeting where your grant application will be discussed.**