**NEWENT TOWN COUNCIL**

AND BURIAL AUTHORITY

Annexe Building

Rear of Newent Community Centre

Ross Road

Newent

Gloucs. GL18 1BD

Tel: 01531 820638

Email:townclerk@newenttowncouncil.gov.uk

www.newenttowncouncil.org.uk



APPLICATION FORM FOR GRANT(S)AND/OR DONATION(S)

|  |  |  |
| --- | --- | --- |
| 1. | Name of Organisation |  |
| 2. | Contact and Position held in the Organisation |  |
| 3. | Address |  |
| 4. | Telephone Number of Contact (daytime) |  |
| 5. | Aims and Purpose of the Organisation |  |
| 6. | Is the Organisation a Registered Charity?  If Yes, please supply Charity No.  Is the Organisation not for profit? | Yes/No Yes/No |
| 7. | Amount of grant requested | £ |
| 8. | For what purpose or project is the grant requested? |  |
| 9. | What will be the total cost of the above project? | £ |
| 10. | If the total cost of the project is more than the grant, how will the residue be financed? |  |
| 11. | Have you applied for a grant for the same project to another organisation?  If so, which organisation and how much? |  |
| 12. | Who will benefit from the project? |  |
| 13. | Approximately how many people or proportion of the people who would benefit live in the Newent Parish? |  |
| 14. | Have you received a Newent Town Council grant within the previous two years? If so how much did you receive? |  |
| 15. | Please confirm the number of cheque signatories required to authorise all payments/orders issued by your organisation |  |
| 16. | If successful, name to whom the cheque should be made payable |  |

All questions on this form must be completed, but you may also attach supporting information.

This application must be supported by a financial statement showing income and expenditure and balance sheet for the previous accounting year.

For new initiatives or activities, a copy of the budget forecast and business plan will be acceptable.

I hereby apply for a Newent Town Council grant for the above organisation and I confirm that the information given above is to the best of my belief correct:

Signed……………………………………………………………….Date……………………………………

Name (in capitals)……………………………………………………………………………………………..

The completed form and supporting papers should be sent to:

The Town Clerk, Newent Town Council, Annexe Building, rear of Newent Community Centre,

Ross Road, Newent, Gloucs. GL18 1BD.