**DONATIONS APPLICATION**

In addition to completing this form, an organisation applying for funding must also supply a copy of its latest approved accounts (audited, if appropriate).

Please use continuation sheets as necessary in support of your application.

|  |
| --- |
| **Name of Organisation** |
|  |
| **Registered Charity Number (if applicable)** |
|  |
| **Registered Address** |
|  |
| **Contact name(s) and position** |
|  |
| **Contact telephone number(s)** |
|  |
| **Contact email address** |
|  |
| **Brief summary of the organisation**  **(date formed, aims, structure etc.)** |
|  |
| **Objective of funding**  **(including what will be deliverables, timescales, as appropriate)** |
|  |
| **Other organisations (if any) that provide this proposed service or type of event.** |
|  |

|  |
| --- |
| **Who will benefit from this project and how**  **(Demographics of community, numbers)** |
|  |
| **Impact to the community of not delivering** |
|  |
| **Total cost of project**  **(please supply supporting information, e.g. quotations etc.)** |
|  |
| **Please state other sources of funding you have investigated and applied for (include who you have contacted and the amount pledged or applied for)** |
|  |
| **Amount of grant sought** |
|  |
| **When is the grant required** |
|  |
| **What fall-back position would the organisation / charity take if the grant was not forthcoming?** |
|  |
| **How will the balance (if any) be financed**  **Has other funding agreed from other sources (if applicable)**  **Please provide any supporting documentation** |
|  |
| **Other information relevant to support your application:**  **Please use continuation sheets as necessary.** |
|  |

**DECLARATION**

**I declare that I am authorised to make the above application on behalf of**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (*name of organisation*)**.**

I acknowledge that any grant or donation that is not used for the purpose for which it has been made, or if there are any surplus funds left, these must be repaid to the Town Council. I also understand that I need to make reference to the Town Council supporting the event/purchase and will provide evidence that this has been carried out.

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

**Name:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Position in organisation:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Date:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_