

# SANDBACH TOWN COUNCIL

## APPLICATION FORM - GRANTS TO VOLUNTARY ORGANISATIONS

Name of Organisation or Group: .....

Contact Person: .....

Address: .....

.....

..... Post Code .....

Tel No: Day ..... Eve .....

E-mail: .....

Please give the purpose of your organisation as described in your constitution.

Please enclose a copy of your constitution or rules, showing your aims and objectives.

Is it a Registered Charity? YES/NO If so, please give Charity Number .....

1 A summary of your project:

This grant is aimed at Project establishment / support and should be considered a stand alone sum. Describe your project and what you would do with a grant:

Does the grant cover advertising or wages of personnel involved if so how much?

2 The Council gives priority to applications which meet the following priorities. Please tick the ones which you feel your project meets.

- Projects which benefit the people of Sandbach.
- Create an Inclusive Society
- Promoting our Environment, Heritage and Culture
- Work towards improving Leisure and Amenities

How does the project meets these priorities?

3 Total cost of your project? £..... Sum requested from STC £ .....

Please attach a breakdown of the estimated costs of your project together with your anticipated source of funds.

4 Have you raised funds from any other sources for this project? YES/NO  
If yes, please state source and amount.

5 Are you awaiting the outcome of any other applications for funding, towards this project? YES/NO  
If yes, please state whom you have applied to and the amount of any application.

6 Has the Organisation previously applied for a Grant from Sandbach Town Council? YES/NO  
If yes, please give details

7 The Organisation's accounts for the last three years.

Year	.....	.....	.....
Income	.....	.....	.....
Expenditure	.....	.....	.....
YE Bank Balance	.....	.....	.....

Please enclose a copy of your last available set of accounts.

8 Describe the geographical area in which your Organisation works.

9 What proportion of the work takes place in Sandbach?

If the Organisation were to be successful in securing a grant, to whom should the cheque be made payable?

Name .....

Address, if different from that stated overleaf:

Two of the authorised signatories for your bank/building society account need to sign below:

Signed: ..... Position within the Organisation: .....

Signed: ..... Position within the Organisation: .....

On behalf of ..... Date: .....

Please return the completed form to:

Town Clerk, Sandbach Town Council  
Sandbach Literary Institution, Sandbach, Cheshire CW11 1AE