



CHARD TOWN COUNCIL

Community Development Fund Grant Application Form

Before completing this application form, please read the Grant Funding Policy to ensure your project is eligible for grant funding under the Council's grant scheme. Please complete in full and provide ALL supporting documentation. Further information can be submitted on additional sheets, if necessary, clearly referring to the question(s) being answered.

Your Organisation and Applicant's details

Name of Organisation

Name of Contact

Position within
Organisation

Address of Organisation

Contact telephone number

Email address

Type of organisation (e.g.
charity, company, club,
etc.)

Registration Number

How long has your
organisation been
established?

If your organisation has a Constitution, agreed set of Rules or Memorandum and Articles of Association (companies), please enclose a copy with this application form

What are the aims, objectives or activities of your organisation?

How is your organisation financed?

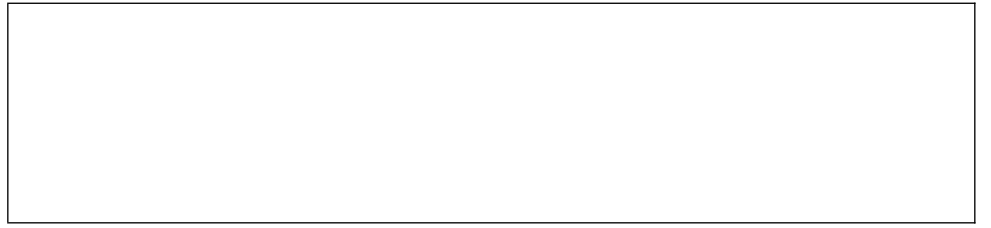
Have you received a grant from this Council in the last 3 years? If so, please confirm the amount, purpose and outcome.

Please provide details of the number of members of your group that live in Chard.

Your Financial Details and Funding Request

Briefly outline the project and also tell us:

- Where it will take place
- The timescale for the project
- Whether you are partnering with any other Chard groups
- How you identified the need for this project
- Who in the Chard community will benefit and how they will benefit



What is the total cost of the project? If you have a project budget or have received estimates or quotations, please enclose copies.

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How much grant funding are you requesting from Chard Town Council?

£

Please provide details of other sources of income for the project and whether that funding is already secured.

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If there is a shortfall, how will this be funded?

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Will the project require ongoing financial support e.g. maintenance, and if so, how will this be funded?

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Payment to your organisation

If your application is successful, we will need the Organisation's bank details to pay the monies.

Bank Name and address

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Name of Organisation per bank statement

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Sort Code

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Account Number

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Please list all the people who are authorised to sign

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cheques or make
payments from this
account

Declaration

I confirm that:

- I have read and will comply with the Chard Town Council Grants Policy
- All information in this application form is accurate to the best of my knowledge
- I am authorised to apply for grant funding on behalf of the organisation/group.

Signature:

Date:

Checklist

Your completed and signed document needs to be accompanied with the following:

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- Annual Accounts, including income and expenditure for the last 2 financial periods

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- A copy of your organisation's bank statement for the last 6 months

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- A copy of your Constitution, Rules or Memorandum and Articles of Association

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Please send your completed form and supporting documentation to:

Town Clerk, Chard Town Council, The Guildhall, Fore Street, Chard, Somerset TA20 1PP.

Or if you would prefer to submit this via email with PDF attachments to:

tim.bickham@chard.gov.uk