

ANNUAL CORE BUDGET GRANT APPLICATION

CONTACT DETAILS

Name of Group/Organisation

Address

Post Code:

Email:

Fax:

Tel No:

Contact Person

Title:	First Name:
Surname:	Position held in Group:

AIMS AND PURPOSE OF YOUR COMMUNITY GROUP

Charity Registration Number

If you are not a registered charity you must enclose a copy of your constitution

What does your community group/organisation do and how are you financed?

How many people are in your group/organisation

HOW WILL THE FUNDING BE USED?

Please give details below:

ANNUAL CORE BUDGET FUNDING

Please continue on a separate sheet if necessary.

How many people will benefit from this project? Details of the number of members of your group that are from Ludlow and the numbers of people from Ludlow that will directly benefit from your project would be most helpful.

FINANCIAL DETAILS

- You must include an up-to-date statement of your group's financial position (a copy of the latest accounts or a treasurer's report). If you are holding substantial reserves you must provide an explanation as to why this project cannot be supported from your own funds

Desired grant from Ludlow Town Council £

Financial year(s) that funding will cover:

If a grant is awarded, please state who the cheque should be made payable to:

DECLARATION

We are authorised to submit this application on behalf of the Group and certify that the information enclosed is correct.

We understand that there is no appeal procedure should this application be rejected. If Ludlow Town Council gives a grant, we agreed to use it only for the purpose given and according to any conditions specified.

We understand that we are expected to provide Ludlow Town Council with a progress report and information on how the money has been spent.

Signature 1
(Person submitting form)

Date:

Signature 2
(Chairperson or senior representative of the Management Committee)

Date:

ANNUAL CORE BUDGET FUNDING

CHECKLIST

It is essential that you fill in every question and send the appropriate supporting documentation.

Complete the following checklist to show what you have done. If you do not include all the information requested, your application will be incomplete and will take longer to assess or be ineligible. Please do not send any documentation other than that requested.

<p>I have: (Please tick)</p>	<ul style="list-style-type: none"><input type="checkbox"/> Answered every question<input type="checkbox"/> Enclosed a copy of our constitution (if you are not a registered charity)<input type="checkbox"/> Enclosed a copy of our latest accounts and/or treasurer's statement
--	--

Please answer all sections of the grant form as fully as possible. If the form does not allow adequate space, please continue on a separate sheet.

ALL APPLICATIONS FOR FINANCIAL ASSISTANCE ARE CONSIDERED ON THEIR INDIVIDUAL MERITS. APPLICATIONS MUST BE SUBMITTED WELL IN ADVANCE OF SPECIFIC PROJECTS TAKING PLACE IN ORDER TO BE CONSIDERED AT THE APPROPRIATE MEETING

Completed Application Forms should be returned to:
Ludlow Town Council, The Buttercross, Ludlow, Shropshire SY8 1AW
Tel: 01574 878437 Fax: 01584 879968 Email: admin@ludlow.gov.uk