

SMALL GRANTS APPLICATION FORM

Small Grants applications are considered by the Finance and HR Committee at their committee meetings in October and February each year

Application Deadlines: Your application should be submitted to the Town Clerk by 30th September and 31st January

Funds available are limited: Therefore, local organisations will be prioritised and, however well deserving, County and National charities/organisations are unlikely to receive grants, unless they can demonstrate that any funds granted would directly benefit Framlingham and its residents.

Principles: In order to allow a wide variety of organisations to benefit from funding grants will only be given to support specific projects and local fundraising events. Grants will not be awarded to routine running costs. Local community groups may be awarded repeat funding for the same project up to £250.00 per annum. Grants will not be awarded for repeat applications from other organisations for the same project for more than one year, or within two years of a successful application.

DETAILS OF YOUR ORGANISATION

Name of Organisation:

Status / Type:

Principal aims and activities:

Number of volunteers:

Number of paid workers:

Please enclose a copy of your **latest** audited or examined accounts

DETAILS OF GRANT REQUESTED

Purpose of the grant:

Likely number of beneficiaries and their age profiles:

COSTS DETAILS OF OTHER GRANTS:

Estimated total cost of the project	£
Purchase of Equipment (net of VAT)	£ £ £
Other Expenses (please specify):	£

Amount of grant requested from the Town Council

DETAILS OF OTHER GRANTS

If applicable, please indicate how the remainder of the cost of the project will be funded by listing other grants applied for

	£
	£

Other Fundraising **total** £

Use this space for any significant information about your organisation not already supplied:

CONTACT DETAILS

Name and Address of Contact:

Postcode:	Tel:
Signed on behalf of the Organisation:	Date:
	Office Held:

BANK DETAILS

Account Name:

Sort Code: Account No:

Please tick the box to confirm that Framlingham Town Council may keep your organisations contact details on file for the life of the grant.

This information is not shared with any other parties and only kept as long as is necessary. You may request to amend the details or to be removed from our records at any time. Please see the attached Privacy Notice for further details.