## Rugeley Town Council

Rose Theatre and Community Hall

Taylors Lane

Rugeley Staffordshire WS15 2AA

Tel: 0 7 889 574074

# APPLICATION FOR GRANT FUNDING

Notes to the application form:

* Please read the guidance notes BEFORE completing this form.
* If you require assistance completing any aspect of this form or wish to discuss your eligibility please contact the Assistant Town Clerk on 01889 574 074.
* Please complete the form clearly and fully in BLACK ink and BLOCK CAPITALS
* You are advised to keep a copy of the completed form.
* After completing the form please send it to the above address.

|  |  |
| --- | --- |
| Name of Organisation |  |
| Contact Name | “ |
| Position |  |
| Address | Postcode: |
| Daytime Contact No. |  |
| Email |  |

PLEASE COMPLETE ALL QUESTIONS ON THE FORM

Q1. How would you describe your organisation? *(Tick all that apply)*

### Voluntary Organisation

1. Community / Residents' Group
2. Registered Charity (Provide charity number)
3. Company limited by guarantee (provide charity number)
4. Trust
5. Other, please state

Q2. Does your group have membership?

### Yes

If yes, please give:

1. Current number of members
2. Annual subscription

Please give details of any organisation to which you group is affiliated.

Town Clerk: Mrs C Dillow



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Q3.

Q4.

Does your organisation have, please provide copies;

|  |  |  |
| --- | --- | --- |
| a) A formal constitution? | Yes | No |
| b) A Child Protection policy *(if applicable)?* | Yes | No |
| c) A protocol for working with vulnerable adults *(if appIicable)+.* | Yes | No |
| d) Public Liability Insurance? | Yes | No |
| e) A Disability Audit if premises if applicable? *(see guidance notes)* | Yes | No |
| f) A Risk Assessment? | Yes | No |

What is the aim of your organisation?



Q6.

Q7.

Q8.

Q9.

Q10.

How much financial assistance are you seeking from the Town Council?

Please provide a breakdown of how you intend to spend any grant awarded.

|  |  |
| --- | --- |
| Items of Expenditure | Approx. Cost |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

Approximately how many people would benefit from the grant? How many of those benefiting are Rugeley residents?

How would the residents of Rugeley benefit from the any grant awarded?

Have you, or are you intending to, apply to any other agency during the current financial year for financial assistance to support your organisation?

### Yes  No

Town Clerk: Mrs C Dillow clerk@rii gel eytowncou ncil. gov. u k

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