



# Horwich Town Council

## Grants to Voluntary and Community Groups

### Application for funding

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**Name of Group:** \_\_\_\_\_  
(This must be the name on the bank account)

**Amount Applied For:** \_\_\_\_\_

**Please enclose either a copy of your most recent audited accounts or a copy of your latest bank statement with your completed application form. Applications will not be considered from groups/organisations who do not have a bank account.**

- Grants are usually in the region of £100 to £300 but larger awards are occasionally given.
- You can use this application form to apply for a grant towards your community project, through the Council's voluntary and community organisations grant scheme. Grants are available for voluntary / community / non-profit-making groups and not for political or commercial groups, public sector departments or individuals.
- Projects for the above scheme must be located in, and serve the residents of the Horwich Parish
- Any grant award must only be used for the purpose noted on this form. If your organisation receives a grant and then cannot use it for any reason, i.e. your organisation ceases to exist, the grant award must be returned to Horwich Town Council.
- When the application has been received and the aims of the project are clear, the request will be considered by the appropriate committee. All applications will be considered on merit and the committee will recommend to the Town Council which to support and what level of grant is to be awarded. All grant applications are subject to the availability of funds and the criteria set at the time they are received.
- Grants will not be awarded retrospectively
- All groups awarded funding are reminded that any further applications will only be considered subject to receipt of a completed monitoring form/feedback form returned within 6 months of award.

#### DEADLINE FOR APPLICATIONS

31<sup>st</sup> May  
30<sup>th</sup> September  
26<sup>th</sup> February

#### COMMITTEE DATE

June  
October  
March

1. **Full name of your group** (must be the name on the bank account) and the grant requested

|            |                           |   |
|------------|---------------------------|---|
| Group Name | Grant Requested           | £ |
| Address    | Tel No.                   |   |
|            | Email:                    |   |
|            | Website (if you have one) |   |

2. **Name of contact person**

|         |                  |
|---------|------------------|
| Name    |                  |
| Address | Telephone Number |
|         | Home             |
|         | Work             |
|         | Mobile           |
|         | Email            |

3. **Legal status of your group** (eg. Charity / Club etc)

If a charity – charity number:

4. **Aims and Activities** (please state what your group does, activities you provide or are involved in and what you hope to do in the future. **You can attach more pages if you wish – remember the more information you provide the easier it will be for the Committee to make a decision about your application** .

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|  |
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5. **The project** (Please state exactly what you require the grant for. If you intend to buy equipment please list all the items).

6. **Benefits** (Please indicate how the project will benefit the people of the Horwich Parish).

7. **Beneficiaries** (Who will the project help, please highlight)

|                        |                                  |                        |
|------------------------|----------------------------------|------------------------|
| Adults                 | Children                         | Disabled people        |
| Older people – over 55 | Black and Minority Ethnic people | The unemployed         |
| Under 5's              | Youth/young people               | Others(please specify) |

8. **Total Membership of your organisation**

9. **Previous Awards** (Please give details of previous grants received from Horwich Town Council within the last 2 years)

10. **Costs** (Please state the estimated cost of the total project)

£

11. **Group Contribution** (Please state what financial contribution your group will be making towards the project)

£

12. **Other Contributions** (Please state any financial contributions towards this project from other sources)

Source

£

13. **Grant requested** (Please state how much money you want from Horwich Town Council). This should be no more than the total cost of the project less any contributions from questions 11 and 12.

£

Please send the completed application form, **together with a copy of the most recent statement of accounts (audited accounts or bank statement) of your group to:**

Town Clerk, Horwich Town Council, Council Office,  
Horwich Community Centre, Beaumont Road,  
Horwich, Bolton, BL6 7BG