

Grant Application Form (2017/2018)

Please indicate which grant
you are applying for

Community Grant-

S106 Grant-

Flood Grant-

Project Title

1 Organisation Details:

Organisation Name

Official or registered address

Telephone No

Postcode:

E-mail:

Name of
main contact

Position

Does this person have official authority to submit this application?

Yes

No

Address for contact person if different from above

Telephone
No

Postcode:

E-mail:

Date organisation established or
incorporated

Type of
organisation

If a Registered Charity, please
give number

VAT registration
number (if any)

Is this application from a consortium of organisations?

Yes*

No

*If yes, please list included organisations:

2 Membership and Usage

Are you a membership organisation?

Yes

No

If yes, is membership open to all?

Yes

No

What is your current membership?

What are the annual membership fees?

3 Bank Account Details

Account Name

Sort Code

		-			-		
--	--	---	--	--	---	--	--

Account Number

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Address

Postcode

4 Project Details

Where will the project take place

When is the project expected to:

Start

Finish

Please summarise your project (100 words maximum)

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Why is the project needed?

Please give details of any consultation undertaken in planning your project with either the wider community or target audience for the project eg parish plan or questionnaire

Please indicate how you will measure the success and impact of your project

How does your project meet the priorities of the Council?

Please give details of any special fundraising activities for the project

5 For capital projects only

Is planning permission required?

Yes

No

If yes, please indicate status of the application with dates

Applied for:
(date)

Granted:
(date)

Outline, Full, Listed building

Does your organisation own the property for which you are seeking a grant

Yes

No

If no, do you have a lease on the property?

Yes

No

Please give the name of the person or organisation who own the building

The length of any lease and unexpired term:

6 Project Budget

Expenditure - *List items of expenditure*

Capital Costs	Amount (£)
VAT	
Total Capital Cost (a)	
Revenue Costs (Community grant only)	Amount (£)
Total Revenue Cost (b)	
Total Cost (a+b)	

Income - *please specify how you will pay for the project*

	Amount (£)
Ryedale District Council Grant required	
Own funds	
Local fundraising	
VAT (if able to reclaim it)	
In Kind (eg volunteer time)	
Other	
Total Income (c)	

Please note, your Total Costs (a+b) must equal your Total Income (c). For Community and Flood grants, the grant requested must not be more than £5,000 or 25% of Total Costs (whichever is the lesser) unless you are requesting a grant for project costs of up to £1,000.

7 Declaration: I declare that:

- The information on this application form and the supporting information enclosed with it is accurate to the best of my knowledge
- The project falls within the organisation's purposes
- My organisation has power to accept a grant subject to the grant conditions stated

The application form should be signed by the Chairman or Chief Executive of the applicant organisation*.

Signed	<input type="text"/>	Date	<input type="text"/>
Name	<input type="text"/>	Position	<input type="text"/>

Checklist

Please check that the following are included with your application



Copy of your constitution, e.g. trust deed, Memorandum and Articles of Association, set of rules

Two years audited or otherwise certified accounts including your last complete financial year (if required)

Details of any research, or consultation, which has informed the development of the project

Evidence of match funding commitments, formal grant offer letters

Two competitive estimates for all capital works

Relevant plans and drawings

Business Plans and Annual report (if required)

Please return completed forms to: grants@ryedale.gov.uk