

**GRANT AID**

**Application form for April 2021 to March 2022**

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| **SECTION A: Your Organisation details** |
| **Name of Organisation**(Please note that if you are successful, this will be the name the cheque will be made payable to) |  |
| **Registered Charity number (If applicable)** |  |
| **Name of Main Contact**(Person we should address correspondence to\_ |  |
| **Full Postal Address of Organisation** |  |
| **Contact telephone number** | **Daytime:****Mobile:** |
| **Main Contact Postal Address:**(If different from above) |  |
| **Main Contact email address** |  |
| **Has the organisation received grant aid from Downham Market Town Council in the past**  | **YES/NO** |
| If yes, please give details below |  |
| Date | Amount |
|  | £ |
|  | £ |
|  |  |
| Please provide a brief description of the main activities of the organisation and who attends |
| Are you a not for profit organisation? | YES/NO |
| How long has the organisation been established? |  |
| **SECTION B: The Grant**  |
| Amount requestedAmount of whole project  |
| Please provide a brief description of what you would use the Grant Aid for?(Please continue a separate sheet if required) |
| Start Date of project |  |
| Completion Date of project |  |
| **SECTION C: Sustainability**  |
| Will the project continue after this funding has ended? | YES/NO |
| If yes, please give an explanation: - |
| **SECTION D: Completing the application** |
| **Your signature** – This must be the signature of the main contact named in Section A |
| Declaration 1. I certify that the information contained in this application is correct
2. If the information changes in any way I will inform

Signed\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| **Second Signature** Position held in Organisation \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

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| **Completed application forms should be returned to:** | Downham Market Council 15 Paradise Road Downham MarketNorfolk PE38 9HS |

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| **Check List** |  |
| A Copy of the organisations constitution or rules to be provided  |  |
| Have two signatories on the form |  |
| A copy of your Equal opportunities policy |  |
| A copy of your most recent annual audited accounts (or current financial statement if your organisation has been operating for less than 1 year)  |  |
| A copy of a recent bank statement  |  |
|  |  |
| **Depending on your project you may also need to subitem** |  |
| A copy of relevant safeguarding policies if your project involves work with children and/or vulnerable adults |  |
| Copies of quotes or estimates if applying for funds to pay for equipment or services |  |
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