



## SODBURY TOWN COUNCIL

### GRANT APPLICATIONS

#### DEADLINE FOR APPLICATIONS – 30<sup>th</sup> June 2011

The aim of Sodbury Town Council's grant scheme is to promote community activity within the parish. By providing financial support for community organisations working for the benefit of residents, the Council's intention is to improve the range of activities and services within Chipping Sodbury & Old Sodbury.

Grants can be awarded to new as well as existing organisations.

Here are some examples of the types of organisations who will be considered for grants:-

Charitable Organisations	Sports Clubs
Pre-school Playgroups	Arts Groups
Youth Groups	Advice Organisations

***Grants are targeted at local organisations benefiting local people. It is therefore not possible to consider providing grants to national organisations without a locally based group.***

Each application will be considered on its merit and grants will not necessarily be available on an annual basis. There is a limited budget each year, and the total amounts requested usually exceed the total funds available. You will need to include accounts, or in the case of a new organisation, a budget. Details of what we need can be found at the end of the application form.

The Council's Finance Committee will consider all applications at its meeting in July, making recommendations to Full Council for consideration in September. All applicants will be notified of the outcome in October.

If you have any queries or require help in completing the application form, please contact:-

Town Clerk  
Mrs. Cate Davidson  
The Courtyard  
76 Broad Street  
Chipping Sodbury  
South Gloucestershire  
BS37 6AG  
Tel: 01454 864666

## **Applications will be considered under the following categories:-**

### **Older People**

Supporting the provision of opportunities for independent living and providing support and assistance when necessary.

### **Young People**

Supporting a wide range of activities for young people and helping to meet their social, educational and leisure needs.

### **Arts & Culture**

Supporting community involvement in local arts and cultural activities and promoting cultural services that benefit Chipping Sodbury & Old Sodbury.

### **Sports & Recreation**

Supporting community participation in local sports and leisure activities and enabling clubs to develop and improve the sporting infrastructure.

### **Highways & Transport**

Supporting access, and sustainable transport schemes by community and voluntary groups.

### **Enhancing the Environment**

Improving the environmental of Chipping Sodbury & Old Sodbury and developing its environmental resources, by supporting schemes that improve the appearance of the parish. For example, nature conservation, recycling schemes, planting and decorations.

### **Charitable Support & Advice**

Supporting organisations that offer free advice and which are a benefit to the people of Chipping Sodbury & Old Sodbury.

### **Eligibility Criteria**

Grants will only be made to organisations that are properly constituted, non-profit making bodies based in Sodbury Town Council of which can demonstrate that they are of benefit to Chipping Sodbury & Old Sodbury residents.

Grants cannot be made to individuals, profit making organisations or national organisations unless the local organisation is required to raise funds for its own projects.



# Sodbury Town Council

## Grant Application Form

### Section A

Name of Organisation .....

Contact Name and Address .....

.....

.....

Daytime Contact Number .....

Your position in organisation .....

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### Section B

1. What does your organisation do and how does it benefit the residents of Chipping Sodbury and Old Sodbury?

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.....  
.....

2. When was your organisation formed? .....

3. Is the organisation a registered charity? YES/NO

If yes please include the registration number .....

4. Are you part of or affiliated to a national organisation? YES/NO

5. Please give details of the numbers of people you work with/provide services for. Please indicate how many users are residents in the Sodbury Parish.

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6. Briefly describe the project or purpose for which you require a grant stating how it will benefit the local community

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7. What size of grant are you seeking? £ .....
8. What is the total cost of the project/annual budget for which you are seeking a grant?  
£ .....
9. Have you applied to any other organisation (including Local Authorities) for a grant in respect of this project? YES/NO

If yes please complete details below. Include details even if a grant was not awarded.

Organisation	Purpose	Grant Awarded?	Amount of Grant £
.....	.....	YES/NO	.....
.....	.....	YES/NO	.....
.....	.....	YES/NO	.....

10. Give details of your own fundraising efforts, including details of your fees, charges & subscriptions.  
.....  
.....  
.....

11. Have you previously received a grant for this Council? YES/NO  
If yes please include year and amount awarded  
.....  
.....

12. Under which category are you applying? (please circle)
- |                             |                     |
|-----------------------------|---------------------|
| Older People                | Young People        |
| Arts & Culture              | Sports & Recreation |
| Highways & Transport        | Environmental       |
| Charitable Support & Advice | Other .....         |

### 13. Declaration

I declare that I have read and accepted the guidance notes and conditions of funding and that I have answered all questions accurately.

I also declare that any grant received will be used solely for the purposes outlined in this application. I understand that Sodbury Town Council reserves the right to reclaim the grant in the event of funds not being used for the specific purposed for which they were awarded.

Name .....

Signed .....

Position ..... Date .....

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**Please remember to include the following with your application**

**First time applicants:**

1. Statement of organisations aims & objectives.
2. Copies of organisations audited or independently examined accounts and balance sheets for the last 2 financial years.

**Subsequent applicants:**

A copy of audited or independently examined account for the last financial year.

Please include any supplementary documentation which you feel may support your application such as leaflets or details of website.