



BRAUNSTONE TOWN COUNCIL

Serving the communities of Braunstone Town and Thorpe Astley

Darren Tilley – Chief Executive & Town Clerk

Braunstone Civic Centre, Kingsway, Braunstone Town, Leicester, LE3 2PP

Telephone: 0116 2890045 Fax: 0116 2824785

Email: enquiries@braunstonetowncouncil.org.uk

www.braunstonetowncouncil.org.uk

APPLICATION FOR A COMMUNITY GROUP GRANT

NAME OF GROUP _____

WHERE DO YOUR ACTIVITIES TAKE PLACE? _____

MEMBERSHIP NUMBERS? _____ HOW MANY RESIDENTS ARE FROM BRAUNSTONE TOWN? _____
(An estimated or actual number of members must be specified)

IS MEMBERSHIP OPEN TO ALL BRAUNSTONE TOWN RESIDENTS? _____

WHAT ARE THE AIMS OF YOUR GROUP?

PURPOSE OF GRANT (Please ensure that the project is compatible with our criteria)

BREAK DOWN OF PROJECT COSTS	AMOUNT
Please give individual costs for each item	
	£
	£
	£
	£
	£
	£
TOTAL COSTS (Figure must match the Total Income figure below)	£

INCOME AVAILABLE FOR THIS PROJECT	AMOUNT
Your own organisation	£
Other organisations/grant scheme	£
Fundraising	£
Other	£
	£
Amount requested from Braunstone Town Council up to £500	£
TOTAL INCOME (Figure must match the Total Project costs above)	£

HAVE YOU APPLIED TO BRAUNSTONE TOWN COUNCIL BEFORE FOR A GRANT YES/NO

FUNDING RECEIVED £ _____

DATE RECEIVED _____

The Council has an obligation to consider Crime & Disorder implications of all its activities and to do all that it can to prevent Crime & Disorder in its area. * Will your application have a positive or negative impact on Crime Reduction, if so, please give details _____

Contact details

NAME OF CONTACT PERSON IN YOUR ORGANISATION _____

ADDRESS OF CONTACT PERSON _____

_____ POST CODE _____

TELEPHONE _____ EMAIL _____

NAMES AND ADDRESSES OF COMMITTEE MEMBERS

CHAIRPERSON _____

SECRETARY _____

TREASURER _____

If a grant is agreed, your grant will be paid via BACS. A completed BACS form will be required with your application in order to process the payment

BACS BANK DETAILS FORM ENCLOSED

In order for your grant to be considered, you will need to enclose the following documentation with every application you submit

LATEST BANK STATEMENT ENCLOSED

CURRENT ANNUAL ACCOUNTS ENCLOSED

GROUP CONSTITUTION ENCLOSED

If you are unable to supply this information, please set out the reasons below

DATA PROTECTION: by applying for a grant, you agree to Braunstone Town Council collecting and processing your personal data to enable us to deal with your application and any other related service request. A copy of the Council's Data Protection Policy and our General Privacy Notice, which sets out more information about the Council's lawful basis for collecting, processing and retaining personal data, are available from Reception or the Council's website.

Signed _____ Print Name _____

Date _____

If you require any assistance in completing the form please contact Pauline Snow, Deputy Chief Executive & Community Services Manager at pauline.snow@braunstonetowncouncil.org.uk or telephone 0116 2899270 to make an appointment.