



**Gainsborough**  
TOWN COUNCIL

# Community Grant Application Form

**(PLEASE NOTE: Completed Application Forms are open to public inspection)**

## Contact Information

Name of organisation

Address of organisation

Name of applicant

Position in organisation

Telephone number

Email Address

## About your organisation

Organisation type

Educational Organisation

Community Group/Club

Registered Charity

Other (Please specify)

Do you have a constitution or governing body?

Yes

No

What is the main purpose of your organisation?

How many years has your organisation been in existence?

Please provide details of your organisation's membership

How is your organisation managed?

How many trustees/committee members do you have?

How many staff does your organisation employ?

Roughly how many volunteers do you regularly have?

## Project details

Please give a brief outline of the project you're seeking fund for  
*Please include specifics of what the funding is needed for and whether your project involves collaboration with other groups.*

How many people do you expect to benefit from your project?

## Project schedule

When will your project start?

How long will your project last?

## Project Costs

Total cost of your project	£
How much are you seeking as a grant from Gainsborough Town Council	£

Please provide a breakdown of your project costs in the table below.  
*(Please continue on a separate page and attach the page to this form if there is insufficient room below)*

Item	Cost
	£
	£
	£
	£
	£
	£
	£
	£
<b>Total Cost</b>	£

Have you applied for funding for this project from any other funders?

Yes

No

If yes, please give details about contributions below:

## Evidence of need

Please outline what steps you have taken to identify that there is a need for your project or confirm how you know that there is a need for your project?

## Attachments

If there are any supporting documents that you would like to provide, please include them when you submit your application.

Please upload any relevant documentation.

[FIELD TO UPLOAD]

## Submission

If there is any additional information relating to your project that you want to make us aware of, please add details here:

## Declaration

I declare that any grant made will be used solely for the purposes outlined in this application. I understand that Gainsborough Town Council reserves the right to reclaim the grant in the event of it not being used for the purpose specified.

**Signature**

**Date**

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