

# Kidsgrove Town Council

Kidsgrove Town Council  
Victoria Hall  
Liverpool Road  
Kidsgrove  
Staffordshire  
ST7 4EL

Tel: 01782 782254

[www.kidsgrovetowncouncil.gov.uk](http://www.kidsgrovetowncouncil.gov.uk)



## Kidsgrove Town Council SMALL GRANT APPLICATION FORM

Small grants are defined as being those where money requested under 500 pounds.

The information contained on this form will help us process your application. Guidelines on the Kidsgrove Town Council Small Grants Scheme are available on the Town Council Website or on request from the Clerk to the Council.

We highly recommend that you read the available guidance documentation.

### Contact Details

Name of Organisation:			
Address of Organisation:			
	Postcode:		
Name of Applicant:			
Position:			
Telephone Number:			
Email address:			
Facebook:		Twitter:	

### About your organisation

Type of organisation:	Charitable Organisation / Unregistered Community Group / Club / Society *delete as appropriate Other (please state): _____ Registered Number: _____ Do you have a constitution or governing document? Yes / No
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When was your organisation founded?	
Approximately how many members does your organisation have within the Kidsgrove Town Council Boundary?	

What does your organisation do?

Who do you work with?		
Children under 16 <input type="checkbox"/>	Young people under 25 <input type="checkbox"/>	Older people over 55 <input type="checkbox"/>
People of minority ethnic origin <input type="checkbox"/>	Disabled people <input type="checkbox"/>	Women <input type="checkbox"/>
Other (please state)		

## Details of Grant Requested

Title or Brief Description of your Request for Funding?
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Details of the Project, Work or Equipment for which Funding is requested?
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How will your project benefit the local community within the Kidsgrove town boundary?

Why is this project needed?

Approximately how many people within the Kidsgrove town boundary will benefit from the project?

## Project Costs and Finances

How much will your overall project cost?

How much are you requesting as a grant from Kidsgrove Town Council?

Who else have you approached for funding for this project? If applicable, have the applications been successful?

Have you previously applied grant funding from Kidsgrove Town Council?	Yes	No
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If Yes, when did you apply?	
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If you were successful, please briefly tell us about the project which was funded

## Declaration

I am authorised to make this application on behalf of the above organisation.

I certify that the information contained in this application is correct.

If the information in the application changes, I will inform Kidsgrove Town Council as soon as possible.

I give permission for Kidsgrove Town Council to record the details of my organisation electronically and contact my organisation by phone, mail or email with information from time to time.

I have read and agree to the Conditions contained within the Council's Community Grants Policy.

<b>Signed:</b>	<b>Date:</b>
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## Checklist

Please enclose the following with your application. Applications will only be processed once all this information has been received.

- Quotations or other evidence of cost for any purchases for purchases over 100 pounds.

(Note – Other information may be requested)

Please send your completed application to:-

The Town Clerk  
Kidsgrove Town Council  
Town Hall  
Liverpool Road  
Kidsgrove  
Stoke-on-Trent  
ST7 4EL

Email: [townclerk@Kidsgrovetowncouncil.gov.uk](mailto:townclerk@Kidsgrovetowncouncil.gov.uk)

Tel: 01782 782254

**Please ensure you keep a copy of this application form for your records**