



**Horsham  
District  
Council**

# Community Grant Application

Please use this form to complete a Community Grant Application.

## The Service

Which grant are you applying for?	
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## Your Details

Full Name	
Your position in the organisation	

## Your Contact Details

E-Mail	
Telephone	

## Organisation Address

Organisation Name	
Address Line 1	
Address Line 2	
Address Line 3	
Postcode	

## Organisation Contact Details

E-Mail	
Telephone	
Website	
Social media links	



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## Organisation Details

Type of organisation	
If other, please explain	
Charity/Company Registered Number	

## Your People

How many paid staffing hours per week does your organisation employ?	
How many unpaid volunteering hours are delivered per week?	
How many trustees/members of management committee does your organisation have?	

## Organisation Purpose

Please give a brief description.
If you would like to expand further, use space below.



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## Who this grant will help

How many people will be directly supported by the funding you are applying for?	
Of these people, what percentage are Horsham District residents?	
Age groups	

## About your project or work you wish to do

<b>Project Name</b>
<b>Please give a brief description on how you wish to spend the grant</b>
<b>If you would like to expand further, use space below.</b>
<b>Why is your project/work needed?</b>



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## Details of Project

Please list the outputs of your project.

Please list the outcomes of your project.

Project start date

Project / work location

## Council Priorities

Please explain how the grant will help your work support at least one of the priorities

## Potential Risks of Project

Please identify and potential risks to your project and how you would overcome them.



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## Finance Management

Total Income	
Total Expenditure	
Balance at year end (not including reserves)	
Reserves	
<b>Please list any funding received from Horsham District Council within the last two years or any funding applications that are pending.</b>	
Do you have a fundraising strategy?	
Do you have a reserves policy?	



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## Project Costs

Please list below the expected costs of your project.

Description of Items/Service.	
Project Item	Cost
Total Project Cost	£
How much funding are you applying for from this grant?	£

## Project Funding

Please list below other expected sources of funding for this specific project.

Funding Source.		
Funding Source	Income Amount	Funding Confirmed
Total amount of other funding	£	



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## Supporting documents

Please tick the documents you are uploading

## Declarations

- I declare that all the information provided is true to my knowledge.
- I consent to the information in this application being shared within the Horsham District Council Grants team.
- I consent to Horsham District Council posting about the donation to my organisation on its website and social media.
- I declare that I am authorised to apply for a grant on behalf of the applicant organisations
- I declare that my organisation has at least two unrelated signatories on our organisation accounts.

Please tick the box to  
confirm that you agree  
with all the above  
statements

Application date