



Community Grant Application

Please note this copy of the form is for reference only.

Please do not submit this PDF as your application, as you need to use the electronic form on the website.

The Service

Which grant are you applying for?	
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Your Details

Forenames	
Surname	
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	



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Organisation Details

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

Your People

How many full-time equivalent staff does your organisation employ?	
How many full-time equivalent volunteers does your organisation have?	

Organisation Purpose

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

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:	<ul style="list-style-type: none">• 0-10 years• 11-16 years• 17-18 years• 19-25 years• 26-59 years• 60+ years



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About your project or work you wish to do

Please give a brief description on how you wish to spend the grant.

If you would like to expand further, use space below.

Why is your project/work needed?

Details of Project

Please list the outputs of your project.

Please list the outcomes of your project.

Project start date	
Project / work location	

Potential Risks of Project

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



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Previous Funding

Please list any funding received from Horsham District Council within the last two years or any funding applications that are pending.

Are you applying for a project or core costs?

Project Costs

Please list below the expected costs of your project.

Description of Items/Service.

Amount

£

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.

Income amount

£

Is the funding confirmed

Total amount of other funding

£



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Supporting documents

Please attach the following supporting documents as applicable.

Please tick the documents you are uploading

- Constitution/set of rules
- Child/Young Persons Safeguarding Policy
- Vulnerable Adults Safeguarding Policy
- Equality/Equal Opportunities Policy
- Annual accounts
- Bank Statement from the last three months
- Quote for professional service and/or single items over £500 (If you choose a more expensive quote, please explain why)
- Any additional documentation you wish to add.

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