

**CHARNWOOD BOROUGH COUNCIL**



**ARTS DEVELOPMENT GRANTS  
APPLICATION FORM**

<b>Name of organisation</b>	
<b>Contact name</b>	
<b>Address</b>	
<b>Telephone</b>	
<b>E-mail</b>	
<b>Fax</b>	



**Contact:**  
**Grants Administrative Assistant**  
**Charnwood Borough Council**  
**Southfields**  
**Loughborough**  
**LE11 2TR**  
**Direct line: 01509 634710**  
**Email: [grants@charnwood.gov.uk](mailto:grants@charnwood.gov.uk)**

## PROJECT

**Please give a brief description of what you require a grant for (continue on a separate sheet if necessary):**

**Timetable for the project, and any significant dates**

**How does this project relate to the aims and objectives within Charnwood Borough Councils Arts and Public Art Strategy?**

**How many people do you anticipate will take part? (Please give separate figures for audience and participants)**

**Please describe the perceived benefits to the participants involved? (Participants)**

Under 5's	<input type="checkbox"/>	18-35 years	<input type="checkbox"/>	Over 60's	<input type="checkbox"/>
5-17 years	<input type="checkbox"/>	36-60 years	<input type="checkbox"/>	All	<input type="checkbox"/>

**Which of the following groups will benefit? (Participants)**

Unemployed	<input type="checkbox"/>	People with disabilities	<input type="checkbox"/>	Adults	<input type="checkbox"/>
Children and young people	<input type="checkbox"/>	Ethnic groups	<input type="checkbox"/>	Over 60's	<input type="checkbox"/>
All	<input type="checkbox"/>	Other (please specify)	<input type="checkbox"/>		

**Please describe the perceived benefits for the audience?**

**Please give details of any of the venues or areas at which any public events or activities will take place.**

**How do you intend to acknowledge or publicize Charnwood Borough Council's contribution to your project?**

## FINANCE

**How does your organisation raise funds?**

**Does the organisation produce annual accounts? Yes/No**

**Does the organisation have its own bank account? Yes/No**

## BREAKDOWN OF GRANT APPLIED FOR

<b>Source of income</b>	<b>Description</b>	<b>Amount (£)</b>
<p>Please list any other source of direct financial support for this project (examples are National Lottery, private sponsorship, fund raising etc.). The group may also contribute support “in kind” (examples are volunteers’ time and the donation of materials). A financial value should also be put on these.</p>		
	<b>Total</b>	
<p><b>Project Costs</b> Describe the costs of the project. This could include the purchase of materials, the hire of equipment, etc. Please provide as much detail as possible. Try to provide at least 2 competitive quotes.</p>		
	<b>Total</b>	
<p>Please provide any other costs related to the project that are not described above. This could include participants, volunteer time, travel costs, management costs, etc.</p>		
	<b>Total</b>	

## GROUP/ORGANISATION INFORMATION

<b>When was your group/organisation formed?</b>			
<b>What type of group/organisation do you represent?</b>			
<b>What are its aims and main activities?</b>			
<b>What are your core/main activities?</b>			
<b>How do people get involved in the group/organisation?</b>			
<b>How many members do you have?</b>			
<b>Please give details below of the main officers of the management committee:</b>			
	<i>Name</i>	<i>Home address</i>	<i>Telephone Number &amp; Email Address</i>
<i>Chairperson</i>			
<i>Treasurer</i>			
<i>Secretary</i>			
<b>How many other management committee members are there?</b>			

## FURTHER INFORMATION

**How will your project benefit the people of Charnwood?**

I certify that to the best of my knowledge, the information given in this application form is correct, and I assume responsibility for the correct use of the grant, if this application is successful.

<b>Form completed by</b>	
<b>Signature</b>	
<b>Position in organisation</b>	
<b>Date</b>	

Please return your completed application form to the Grants Administrative Assistant,  
Charnwood Borough Council, Southfields, Loughborough, LE11 2TR.  
Or e-mail to: [grants@charnwood.gov.uk](mailto:grants@charnwood.gov.uk)

If you would like to receive this application form in your language, large print or Braille please call 01509 634603 or e-mail [communications@charnwood.gov.uk](mailto:communications@charnwood.gov.uk)

For office use only

Grant Ref Number	
Date received	
Date ack sent	

Checked by	
Panel recommendation	
Cabinet date/minute no	

Work inspected by/on	
Ledger code	
Cheque raised	