



Thornbury Town Council Grant Application Form

Tel: 01454 412103 E-mail: info@thornburycouncil.gov.uk
Town Hall, High Street, Thornbury, Bristol, BS35 2AR

Please refer to the grants policy before submitting your application.
If you need any assistance please contact us using the details listed above.

Please indicate what type of funding you are seeking:

Revenue Grant *payable in the year following application, for grants over £1000*

Small Grant *payable in the same year as the application, for grants up to £1000*

Urgent Grant *considered by Council upon receipt*

Name of Group / Organisation:

Main Contact Name:

Contact address:

Daytime phone number of contact:

Contact e-mail address:

Are you a newly formed group? (*less than 1 year*) Yes No

How long has your group been operating?

Do you have a voluntary management committee / steering group? Yes No

Does your group have a formal constitution? Yes No

Does your group have an equal opportunities policy / statement? Yes No

Does your group have an annual record of accounts? Yes No

Please attach a copy of your most recent accounts or latest bank statement to your application

If you are a registered charity, please provide your charity number:

Have you applied for a grant from Thornbury Town Council before? Yes No

Please describe your group's purpose and main activities:

How much are you applying for?

When would you require payment?

What is the grant for?

Who in Thornbury will benefit from it?

Number of people:

How will Thornbury benefit from it?

Please read the following important terms and conditions carefully. By signing this form you are confirming that:

- Your details can be held by Thornbury Town Council in accordance with the Data Protection Act to administer the grants process.
- The information provided in this application is a fair and accurate description of your group and the project for which you are seeking funding. Misleading or inaccurate information may result in your application being rejected. Late application or failure to complete any section of the application form may result in your application being delayed or rejected.
- Information about your group and your project may be made available as part of Thornbury Town Councils decision making process. Personal contact details and bank details will not be made public.
- You have given due regard to any legal and statutory requirements associated with your project and have considered any health & safety or safeguarding implications and have controls in place to eliminate or reduce risk exposure.
- You will provide Thornbury Town Council with any information they request to enable them to assess your application. This may include (but is not restricted to) a copy of your constitution, accounts or bank statements, equal opportunities policy, insurance and relevant safeguarding and health & safety policies.
- You will provide Thornbury Town Council with any evidence or monitoring information they request to ensure that any grant awarded has been spent in accordance with this application and any other terms and conditions.
- Grant funding may be subject to additional terms and conditions, which will be made available to you if your application is successful.
- You confirm that the information given in this application is a fair and accurate description of your group and your proposed project.
- You are an official representative of your group and are authorised to apply for funding on their behalf and that as such you agree to abide by the terms and conditions of the grants process.

I agree: *(Please tick the box)*

Signature:

Date:

Position in Organisation:

Please send completed application forms and requested supporting information to: info@thornburytowncouncil.gov.uk or Thornbury Town Council, Town Hall, High Street, Thornbury, Bristol, BS35 2AR.

Further information is available on our website: www.thornburytowncouncil.gov.uk