



**PRESCOT TOWN COUNCIL
COMMUNITY FUND APPLICATION FORM**

Grant Funding of up to £500 for Local Community Projects

SECTION 1 – Your Organisation	
Organisation Name and Address:	
Contact / responsible person:	
Role in the Organisation:	
Telephone:	
Email:	
What year was your group established?	
Do you have a constitution?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Are you a registered Charity?	Yes <input type="checkbox"/> No <input type="checkbox"/> Charity Number:
What are the main aims and activities of your Group?	
Which area of Prescot are you based in?	
Bank Details:	Sort Code: Account Number: Account Name:

SECTION 2 – Your Project

Project Name:		
When will this take place?		
Please give details and costs of the activities and / or equipment that you are applying for: You will be required to evidence each item of expenditure if successful		
How will this project make a difference in your community?		
Who will mainly benefit from your project? (please tick the boxes that apply to your project)	Groups	
	Young People	<input type="checkbox"/>
	Older People	<input type="checkbox"/>
	General Community	<input type="checkbox"/>
	Resident Association	<input type="checkbox"/>
	Sports or Arts	<input type="checkbox"/>
Minority groups (e.g. LGBT, Disabled, BME)	<input type="checkbox"/>	
How many people will benefit from your project?		
How much funding are you asking for? (Max £500 please include an itemised list of costs to support your request)		
Have you secured funding from anyone else?		
How will your project recognise the support of the Town Council		
Who will be running the activity?	<input type="checkbox"/> Unpaid Volunteers	How many
	<input type="checkbox"/> Paid Volunteers	How many
	<input type="checkbox"/> Paid Staff	How many

Declaration:

I declare that to the best of my knowledge and belief the information supplied on this application form is correct, and in the event of information not being accurate or false, that this application will not be considered and/or withdrawn. This application is in compliance with the guidance notes and I confirm that I have the authority to sign on behalf of the organisation making this application.	Signed:
	Position:
	Date:

All successful applications will be required to submit proof of expenditure no later than 3 months after the project completion date. Failure to do so will result in clawback of funding. You agree to this term by submitting the application.

By submitting this form, you agree that we will process your data in line with our privacy notice, which can be accessed via our website www.prescot-tc.gov.uk.

You can return your form:

By Post:	Town Clerk Prescot Town Council Prescot Town Hall 1 Warrington Road Prescot L34 5QX
By Email:	enquiries@prescot-tc.gov.uk

Don't forget!

1. To read the guidance notes which will help you to include the information we need.
2. To make sure that your group and your project meet the criteria.
3. To attach a copy of your constitution and a recent bank account statement – you can send these in separately if you apply online.
4. If the project involves children, young people or vulnerable adults, please enclose a copy of your Child / Vulnerable Adults Protection Policy.