

(complete after reading the Grant Policy)

SKEGNESS TOWN COUNCIL
GRANT APPLICATION FORM

Organisation	
Contact name	
Telephone contact	
Email address	
Postal address	

Amount requested (there is a maximum grant for which you can apply see website or contact Town Clerk for current limit)	
State how the amount requested will be used (provide full details including who will benefit, when and how – this is your opportunity to justify why the Council should give you a grant)	

<p>What is the total amount required for this project and how much is your organisation hoping to provide itself towards this project? (attach additional sheets if necessary)</p>	
<p>Detail how you have arrived at the requested grant amount. If quotations have been obtained please provide copies. (attach additional sheets if necessary)</p>	
<p>Have you approached anyone else for a grant or loan? List any funds already promised or obtained (attach additional sheets if necessary)</p>	

Describe your organisation and its principle objectives

Please continue on addition sheets if required

1. The Council will not consider any application form which is not fully completed or arrives after the deadline (see policy).

2. Include with your application a copy of the latest audited or certified accounts and a copy of bank statement(s) covering the last 3 months. In the case of a start-up organisation where accounts are not available please provide a detailed business plan for your organisation. Failure to provide necessary information will result in the application being rejected.
3. Applications can only be accepted from non profit making organisations and societies.
4. The Council expects organisations to provide a reasonable amount of funds themselves towards a specific project or scheme.
5. Grant applications cannot be accepted for the general running costs of an organisation other than as part of the start-up costs.
6. The Council reserves the right to withdraw a grant if it feels that the condition of the grant has not been fulfilled.
7. The Council reserves the right to impose conditions on the offer of a grant. The decision of the Council in respect of the grant application shall be final.
 - Applications for grants can be made throughout the year, if the grant budget has already been spent for the current year you will be asked to submit your application for the next financial year (1st April). You may contact the Town Clerk to determine if there is any grant awarding budget remaining for the current year before you submit your application. The Council cannot take any responsibility for an application form that has not been received for whatever reason.
8. By signing the application below, you are confirming that the information you are providing Skegness Town Council is accurate and that you are authorised by the organisation to act on their behalf.

Please see our [privacy notice](#). For a paper copy please contact Skegness Town Council office.

Name	
Position within organisation	
Signature	
Date	