



DENBIGH TOWN COUNCIL

Grants to Local Voluntary and Non-Profit making Organisations

1972 & 1989 Local Government Acts

No application should be submitted without supporting documents
The town clerk is not responsible for chasing documents not received – all papers received will be given to the town councillors and if additional information is required the application will be deferred until the next meeting.

1. Applicant's Details:

Name:

Address:

.....

Tel No:

E-mail:

2. Details of the Organisation:

Name of Organisation:

.....

Registered Address:

.....

Charity Registration No. (if applicable):

Date when formed:

Geographical area covered by the organisation:

.....

3. **Name and address of secretary:**

.....

.....

4. **Name and address of treasurer:**

.....

.....

5. **Brief statement on objectives / purposes of the organisation:**

.....

.....

.....

6. **Have you received funding from us previously?** **Yes/No**

Did you provide a report to demonstrate how the grant was spent? **Yes/No**

7. **State purpose for which finance is being sought:**

.....

.....

.....

8. (a) **Estimated total cost of the specific project:**

(b) **Please give or attach a breakdown of the costs involved with the project to include quotations.**

.....

.....

(c) **How many people will this project benefit?**

(d) **Are young and/or the elderly encouraged to participate in your event/project? (If appropriate)**

.....

(e) Denbigh is a Fairtrade Town. What Fairtrade product will be used at your event?

.....

(e) The town council has an environmental policy (See website) with which individuals and organisations who receive funding are required to comply.

These are examples of actions which we require:-

Reducing the use of single-use plastic.

Producing as little non-recyclable waste as possible.

Providing recycling facilities for the public and exhibitors at all events

Avoiding the use of herbicides, insecticides and peat-based compost wherever possible.

Please give details below of how you or your organisation intend to comply with the above.

.....
.....
.....

9. Amount being sought:
(Up to 80% of the total cost)

10. Please give details or attach a breakdown on how the grant being sought will be used.

.....
.....
.....

11. Has the bilingual nature of the community been taken into consideration on this specific project Under the Town Council’s Welsh Language Scheme, the bilingual element will be a matter for the applicant to consider and not for the council to require as a condition of grant:

.....
.....

12. Please provide:

(1) Details of any other financial assistance being obtained, or applied for, from other sources in relation to this application.

.....

.....
(2) Please describe the main voluntary fund raising events which have taken place during the last twelve months and state the amounts raised:
.....
.....

(3) Please enclose an up-to-date copy of your Constitution/rules of your organisation.

13. PLEASE ENCLOSE A PHOTOCOPY OF YOUR LAST AUDITED AND /OR CURRENT BALANCE SHEET.

(No application will be considered unless this information has been supplied, except in the case of a new organisation).

14. Who should be contacted in case of queries regarding the application?
.....
.....

15. How will you promote Denbigh Town Council at your event or project? For amount over £500 the Denbigh Town logo will need to be displayed on any promotional material in addition to your organisations website highlighting the money received.
.....
.....

16. If your organisation / group is successful with the application, to whom should the cheque be sent?

(Please inform us of any monies not used for the event/project.)
.....

I confirm that all the information on this form is true and correct.

Applicant's Signature:.....

Date:

The completed form is to be returned to:

Town Clerk, Town Hall, Crown Lane, DENBIGH, LL16 3TB
Tel: 01745 815984
E-mail: townclerk@denbightowncouncil.gov.uk