



## Old Luce Community Council

### Micro Grant Application Form

*(up to £500 for groups and £250 for individuals)*

**All requested information must be supplied along with supporting documentation.**

Failure to supply all information and supporting documentation will cause a delay on a decision being made about any award and may result in no award.

Funding cannot be awarded retrospectively (any monies spent prior to application being considered will be ineligible for consideration).

<b>Applicant's Name:</b> (Group / Organisation / Individual)			
<b>Contact Name:</b> (for group/organisation):			
<b>Address:</b>			
<b>Post code:</b>		<b>Phone No:</b>	
<b>E-mail:</b>			

<b>What are the activities of your group / organisation?</b>			
<b>Where does your group operate?</b>			
<b>Is your group constituted:</b>	Yes / No * (Delete as appropriate.)		
<b>How much money are you requesting?</b>		<b>£</b>	

<b>Please provide details of your project:</b> Activities you plan to carry out, who are the beneficiaries, etc.

<b>What do you plan to purchase with the micro grant?</b> Give a cost breakdown with as much detail as possible.		
<b>Item(s) - <i>provide pictures / quotes.</i></b>	<b>Amount</b>	
	<b>£</b>	
	<b>£</b>	
	<b>£</b>	
	<b>£</b>	
Continue on a separate sheet, if necessary.	<b>TOTAL</b>	<b>£</b>

**Declaration (Individual):** I certify that the information contained in this application is correct.

<b>Name (please print):</b>			
<b>Signature:</b>		<b>Date:</b>	

**Declaration (Group):** I certify that the information contained in this application is correct, and that I am authorised to make the application on behalf of the aforementioned group.

<b>Copy of the most recent approved accounts attached</b> (must be supplied): The group's management of finances should follow best practice and those dealing with the organisation's monies should not be related or reside at the same address.		
<b>Copy of recent bank statement attached</b> (must be supplied):	<b>The group's free reserves are</b> (required):	£
<b>Name (please print):</b>		
<b>Signature:</b>		<b>Date:</b>

If you are not a constituted group please indicate the sponsoring organisation that will receive the grant on your behalf and account for it in due course. This may be the Community Council.

<b>Name of Sponsoring Organisation:</b>	
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**Declaration from sponsoring organisation where application is from a non-constituted group:** I certify that we are supporting this group to undertake this project by administering the grant on their behalf.

<b>Name (please print):</b>			
<b>Signature:</b>		<b>Date:</b>	

Please send your completed application plus supporting information to:  
Old Luce Community Council ([oldluce1973@gmail.com](mailto:oldluce1973@gmail.com)).