Frome Town Council (FTC) are looking for applications of up to £3k which demonstrate

* Improved Physical, Mental, Emotional Health, and Environmental or Economic outcomes.
* Direct, positive, impact for Frome residents.

For more information, please see the Terms and Conditions guidance which can be found at [www.frometowncouncil.gov.uk/grants](http://www.frometowncouncil.gov.uk/grants).

|  |  |  |
| --- | --- | --- |
| Name of Organisation |  | |
| Name of Project or Activity |  | |
| What is the delivery time scale of your Project or Activity | Start (mm/yyyy) | Finish (mm/yyyy) |
|  |  |
| Amount of funding requested from FTC |  | |

Contact Details

|  |  |
| --- | --- |
| Name of the person making the application |  |
| Position in organisation |  |
| Email address |  |
| Telephone number |  |

Organisation details

|  |  |
| --- | --- |
| Address |  |
| Website |  |
| Social media links |  |
| Description of organisational purpose |  |

Project Details

Please tell us in no more, than 300 words, about your project. Who will your project benefit, how will it be delivered, how can people join in...

How will you measure the impact of your project?

How much will your project cost and how will you use the money?

|  |  |
| --- | --- |
| What is the total cost of your project? |  |
| How much Funding would you like from FTC? |  |
| Where will the remaining funding come from? |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Budget** (please complete the following budget for your project) | | | |
| **Title** | **Description** | **Total amount** | **Amount requested**  **From FTC** |
|  |  |  |  |
| Management costs |  |  |  |
| Training |  |  |  |
| Office costs (rent, telephone etc) |  |  |  |
|  | Sub Total |  |  |
| Salaries |  |  |  |
| Expenses (travel etc) |  |  |  |
| Venue hire |  |  |  |
| Materials |  |  |  |
| Publicity |  |  |  |
| Volunteer expenses |  |  |  |
| Other (please specify) |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |
|  | Sub total |  |  |
|  |  |  |  |
|  | TOTAL |  |  |

**Declaration**

|  |  |
| --- | --- |
| We confirm that all the information contained within this application is true and accurate to the best of our knowledge and belief, and that we are authorised to submit this application on behalf of the group.  We have read and agree to abide by the terms and conditions  (please click/tick box to agree) | |
| We agree to crediting Frome Town Council for the funding for this project through our communications and are happy for FTC to share stories and grant feedback through their communications.  (please click/tick box to agree) | |
| We are happy to arrange visits by FTC staff and councillors to our project while it is being delivered  (please click/tick box to agree) | |
| We have provided copies of the following necessary documents (refer to Grant Application Information) to support the application (please click/tick as appropriate):  Accounts  Bank statement or paying-in slip  Constitution  (to double check bank details)  NB. Scanned copies are acceptable if you send your application by email.  **Applications will not be taken to committee without all these supporting documents** | |
| Signature 1 (person submitting form)  Signature 2 (Chair or senior representative of the organisation)  **Typed entries acceptable for email applications** |  |
| Date: | |

Please return your completed application form to:

Frome Town Council,

Frome Town Hall,

Christchurch St West ,

Frome,

Somerset,

BA11 1EB

01373 465757 [info@frometowncouncil.gov.uk](mailto:info@frometowncouncil.gov.uk)