



# Bracknell Town Council

## APPLICATION FORM FOR ANNUAL GRANTS TO VOLUNTARY ORGANISATIONS 2018/19

Please complete the application form fully and return to Bracknell Town Council by **1st October 2017** to be included in our selection process.

**Organisation Name:**

**Contact Person:**

**Position:**

**Address for Correspondence:**

Postcode:

**E-mail Address:**

**Daytime Phone Number:**

**Please describe the objects of the Organisation as contained in the Constitution:**

**Geographical Area Covered:**

**Please describe the purpose for which you seek a grant:**

--

Amount Requested:

£
---

How many people benefited from your service in 2016/17?

Adults	Young People
--------	--------------

What percentages of these are within Bracknell Town Council's area?

Adults	Young People
--------	--------------

**How will this grant support your service?** Please be clear about whether you are seeking REVENUE funding i.e. assistance with on-going running costs and/or CAPITAL funding i.e. to purchase specific items.

**REVENUE FUNDING** YES / NO

**CAPITAL FUNDING** YES / NO

**If CAPITAL FUNDING what are you purchasing:**

--

**Total cost of Capital purchase:**

£
---

**Total funds raised to date:**

£
---

**How do you intend to raise the remainder of the capital funding required?**

--

### YOUR ORGANISATION

Is it: A registered Charity?	Charity Number	<input type="text"/>
Unregistered voluntary organisation		<input type="text" value="YES / NO"/>
Other (please state)		<input type="text"/>

Does it have:

A bank account	<input type="text"/>	Number of signatories required	<input type="text"/>
----------------	----------------------	--------------------------------	----------------------

Management committee	<input type="text"/>	Number on committee At 30 <sup>th</sup> June 2017	<input type="text"/>
----------------------	----------------------	---	----------------------

A constitution/set of rules	<input type="text"/>
-----------------------------	----------------------

### ACCOUNTS

Please complete the following from your organisation's latest annual accounts for the year ending 2016 (a full copy of your accounts certified by the relevant person must be submitted).

Total Income	<input type="text" value="£"/>
--------------	--------------------------------

Total Expenditure	<input type="text" value="£"/>
-------------------	--------------------------------

Surplus/deficit	<input type="text" value="£"/>
-----------------	--------------------------------

Total Reserves and net Assets

<input type="text"/>
----------------------

(including sums in capital accounts, please indicate whether the reserves are designated or free)

**BUDGET**

Please submit a copy of your detailed budget for 2017/18 indicating projected income and expenditure on all major items (e.g. staffing, rent, office costs, telephone, equipment, publicity etc.)

Please detail grants received from other bodies during 2016 and 2017:

ORGANISATION	AMOUNT

**IF YOU RECEIVED A GRANT FROM BRACKNELL TOWN COUNCIL in 2017 PLEASE DETAIL WHEN AND WHAT THE MONEY WAS USED FOR**

--

Name of Applicant:

--

Position :

--

Signature of Applicant

DATE
------

If Grant is successful, in what name would you like the cheque made payable?	
--	--

**NB** You may include any other information relevant to your application which may assist the Council to determine your application.

Please return this completed application form together with your latest accounts, budget and supporting information to:

**Bracknell Town Council, Brooke House, 54 High Street, Bracknell, Berkshire RG12 1LL** or via e-mail to [jackie.burgess@bracknelltowncouncil.gov.uk](mailto:jackie.burgess@bracknelltowncouncil.gov.uk) by **1st October 2017**.

*Bracknell Town Council also wishes to be in a position to assist local organisations providing valuable services to the local community who have an exceptional funding need up to £500. An application form for this is available on our website [www.bracknelltowncouncil.gov.uk](http://www.bracknelltowncouncil.gov.uk).*