

KIRKHAM

TOWN COUNCIL

The Kirkham Community Projects (Discretionary) Fund

GRANT APPLICATION FORM FOR FUNDING £1-£300

Name of organisation/ group:

In which area of Kirkham will your activity take place?

Name of contact:

Address:

Telephone No:

Email Address:

Please give a brief description of what the money you are requesting will purchase:

Please give a brief description of your project and how it links to the fund objectives:

What is the proposed project start date?

How have you assessed the need for the project? Please provide details of user feedback, surveys and questionnaires.

How many people do you expect will benefit from the project?

How the project will benefit the wider community?

What will be the total cost of your project? Please provide a breakdown of the costs:

How much money are you applying for?

Please complete your organisation/ group's bank/building society details:

Name of bank/building society

Account Name (as given on the statement)

Names of all signatories

FOR GROUPS WHO DO NOT HAVE A BANK ACCOUNT

Name of the organisation who will receive a grant on your behalf?

Account Name:

Names of all signatories:

APPENDIX I

Grant Guidelines for: KIRKHAM COMMUNITY PROJECTS (DISCRETIONARY) FUND

Kirkham Community Projects Fund awards grants of between £1 - £300 to groups that are based in Kirkham or work exclusively with people who live in Kirkham.

WHO CAN APPLY?

- You must be based in Kirkham or work exclusively with people who live in Kirkham.
- You must identify a clear need for the project
- You must be a Kirkham local managed voluntary, community or self-help group

THE CRITERIA:

To be eligible for a grant, your proposed activity must meet one or more of the objectives set out in the Council's Corporate Plan:

- To Promote the Enhancement of The Natural and Built Environment
- To Encourage Cohesive Communities
- To Promote a Thriving Economy

SOME EXAMPLES OF WHAT WE MAY FUND:

- Projects that encourage young people to reach their potential
- Projects that enhance the skill levels in the community that will be attractive to future employers
- Projects that bring young and older community members together
- Projects that enhance the cultural heritage of Kirkham
- Projects that give learners better access to a wider range of learning opportunities
- Projects that enhance the natural environment such as park enhancements

Please note that this is not a definitive list. You may have a new innovative project that we could fund or enhance an existing project to bring in a new element.

WHAT WE CANNOT FUND:

- Non-Kirkham based projects
- Projects starting more than 3 months from receipt of the grant
- Activities which have already taken place before we offer you a grant
- Individuals
- Political or religious activities
- Projects which result in personal gain (you must have charitable objectives)
- Statutory organisation or work which is their responsibility
- Political bodies
- Debts and other liabilities

- Travel or trips
- Social events (other than where there are clearly defined educational benefits)

- Maintenance of motor vehicles
- Ongoing revenue costs, including salaries, hire of venues/equipment
- Animal welfare

There may only be one application made per year, per community group/project and the panel's decision is final.

Please note this list is neither exclusive nor exhaustive

HOW DOES THE APPLICATION PROCESS WORK?

- The application will be sent electronically to the panel who will consider each project on its own merit.
- Applicants will then be advised if their application has been successful or not.

THE PANEL

The Mayor	Kirkham Town Council	South Ward
Chris Hopkinson	Kirkham Town Council	North Ward
Paul Brearley	Kirkham Town Council	South Ward
Elaine Silverwood	Kirkham Town Council	North Ward
Jim Cameron	Kirkham Town Council	North Ward

HOW SHOULD I APPLY?

By post: Town Clerk
 The Community Centre
 Mill Street
 Kirkham
 PR4 2AN

By email: kirkhamcouncil@btconnect.com

WHERE CAN I GET HELP?

- Contact Town Clerk on 01772 682755 or email: kirkhamcouncil@btconnect.com