



## GRANT APPLICATION FORM – ORGANISATION

### PART A – General Information

|                                                                                                  |  |
|--------------------------------------------------------------------------------------------------|--|
| A.1 Name of Organisation                                                                         |  |
| A.2 Correspondence Address – Letter                                                              |  |
| A.3 Correspondence Address – Email                                                               |  |
| A.4 Telephone Number                                                                             |  |
| A.5 What is the legal status of the organisation? (e.g. Charity, Community, CIC, Unincorporated) |  |
| A.6 What is the principal geographical area in which the organisation operates?                  |  |

### PART B – Key Personnel

|                                   |  |
|-----------------------------------|--|
| B.1 Name of Principal Contact     |  |
| B.2 Position in the Organisation  |  |
| B.3 Email Address                 |  |
| B.4 Contact Number (Tel. or Mob.) |  |

### PART C – About the Application & Financial Information

|                                                                                                                                           |                                                    |
|-------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|
| C.1 Is the grant being sought going to:                                                                                                   |                                                    |
| (i) Capital Costs                                                                                                                         | £                                                  |
| (ii) Operational Costs                                                                                                                    | £                                                  |
| C.2 Summarise the purpose of the application<br><br>(please continue on a separate sheet of paper, if necessary, heading the page, 'C.2') |                                                    |
| C.3 Outline any quotes that have been obtained to complete the desired purpose described                                                  |                                                    |
| C.4 Where the grant is for capital expenditure, is the organisation willing to allow the <b>WCP</b> logo to appear on items?              | YES / NO<br>(Delete/strike through as appropriate) |



C.5 If successful, please supply bank details for money to be paid (or cheque payee, as appropriate) –  
**Please note**, for products / services, we will normally pay the provider direct

#### PART D – History/Previous Applications

|                                                                                                                                |                                                    |
|--------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------|
| D.1 Have you applied anywhere else for a grant? If so, please state where and what the outcome was (granted/refused (and why)) |                                                    |
| D.1 Has an application been made before to <b>Wickford Community Projects</b> ?                                                | YES / NO<br>(Delete/strike through as appropriate) |
| D.2 Briefly describe how the previous grant(s) helped to achieve the objectives of the project for which it was sought.        |                                                    |



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## Declaration

When the application form has been completed, an authorised Trustee or Official of the applicant organisation must sign the declaration below. Either (a) complete the form in Word/Open Office or (b) print off and complete. In either event, please print the form, sign it and return the scanned copy by email to: [info@wickfordcommunityprojects.org](mailto:info@wickfordcommunityprojects.org)

I, ..... am an authorised representative of  
(Print Full Name)

(Name of Organisation) .....

To the best of my knowledge the information provided is correct.

If **Wickford Community Projects** agrees to make a grant, this will be used **exclusively** for the purposes described in this application.

Signed ..... Date .....

Position in Organisation .....