



COMMUNITY GRANT APPLICATION FORM

Helensburgh and District Round Table run a number of fundraising events throughout the year. These include the Annual Fireworks display, Santa Dash Fun Run and Real Ale Festival. All donations and funds raised at these events are distributed to local good causes including groups, individuals, charities and projects. Funds are limited and unfortunately we cannot support every application we receive, please complete the attached form to allow us to understand and assess your request.

Examples of projects/groups which Helensburgh and District Round Table have supported:

- Scouts, Guides, Sports Clubs, Youth Clubs and Friendship Clubs. We have supported many projects run by local groups; however please note grants are not awarded to cover running costs associated with day to day operations. We primarily fund projects, events or one off capital costs such as purchase of equipment.
- Projects which support community life, improvements to community facilities including halls, play parks or events.

Please complete the form attached below providing as much information as possible. You may be asked to attend a meeting to provide further information about your request. Additionally please note the points below:

How to Apply:

Complete the enclosed application form fully, and send it by email to:

helensburgh.rtbi@btinternet.com

Only applications submitted on this application form will be considered.

Organisation Details:

Name of Organisation (please specify who cheque should be made payable to if different):

Name of Applicant:



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Great Britain & Ireland

Helensburgh & District

Position Held at Organisation:

Contact Address:

E-mail Address:

Telephone Daytime:

Telephone Evening/Mobile:

How long has this organisation been established? Status (if Charity please give registered charity number):

Are you part of, or affiliated to a larger organisation? If yes, please give details:

Application Details:

What is the request for? (Please use additional paper if required)



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Who will benefit from the grant if successful (please provide as much detail as possible)?

If a club, how many members do you have?

What support has the project received or expected to receive from other organisations?

What other organisations have you applied to for funds?

Total cost of the project and if applicable, how will any deficit be made up. Please detail a breakdown of costs if request is for a large project ?

Notes

- All applicants will be informed by e-mail of the outcome of their application.
- All cheques will only be made payable to the organisation or individual making the application.
- Helensburgh and District Round Table representatives reserve the right to inspect projects during their progress or at completion.
- Helensburgh and District Round Table reserves the right to only make payments on the production of an invoice or staged payments may be applicable in some cases.



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Declaration:

- I declare that the information given on this form is true and that any funds received would be used solely as detailed in the application form. I agree to make invoices/receipts available on request. I agree to abide by any conditions set out by Helensburgh and District Round Table in making the award. I agree to return any donation made if it is no longer possible to proceed with the project as detailed in the application. I agree that if successful in application, details of the project may be published by the Helensburgh and District Round Table and used in publicity material.
- I agree that all the details on this form and additional paperwork supplied as required can be kept on file for records by Helensburgh and District Round Table.
- I do not agree to any personal details on this form being kept on record by Helensburgh and District Round Table, however all other information is allowed.

(Please tick appropriate box)

Name of applicant:

Organisation Name

Signature

Date.....

Please return all pages of this form retaining a copy for your own records

Sponsor:

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Additional comments:

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