

Ref:
Office Use Only

HAVA Large Community Grant Application Form

Please read the Guidance Notes BEFORE completing this form
This grant is for £500-£4000

1 (a) Name of organisation/group			
Organisation address		Tel No.	
		Fax No.	
E-mail address			
Contact name		Position	
1(b) Organisation/group type	<input type="checkbox"/> Charity <input type="checkbox"/> Partnership <input type="checkbox"/> Education Provider <input type="checkbox"/> Community / Voluntary Group	<input type="checkbox"/> Company Limited by Guarantee <input type="checkbox"/> Council Service <input type="checkbox"/> Other Public Sector Organisation <input type="checkbox"/> Other (please state): _____	
1 (c) Company/Charity Registration No. (if applicable)			

Section 1: About the Business/Project

Briefly describe what the grant application is for		
2(a)	Include information on start date, how/why this is needed, benefit to your organisation and the community. Who will this benefit, how long will the project run	
2 (b)	Total cost of the grant	£
2 (c)	Funding from other sources (if any)	£

3 Describe your organisation/project and its objectives? Please also let us know how many staff and volunteers you employ/get involved

Section 2 : Financial information

4 Provide a breakdown of <u>all</u> the costs related to Grant		
Item	Cost (£)	
	Grant asked for	Other
Total Costs		
Please Note – THREE QUOTES SHOULD BE OBTAINED WHERE POSSIBLE, PLEASE PROVIDE COPIES		

5 If your organisation has or intends to apply anywhere else for funding, e.g your bank, please give details of who you have applied to, how much for, and when you expect to hear the outcome of these applications		
Name of funding body	Amount Requested	Amount Approved or Expected Decision Date

6 Please include the following documents (if applicable) If you are unable to send them, please state the reason for this		
	Attached?	If 'No' please state why
Bank Statement (Last 6 months)	<input type="checkbox"/> Yes <input type="checkbox"/> No	

7 Declaration -	
<ul style="list-style-type: none"> I can confirm that to the best of my knowledge the information contained in all parts of the application and any supporting information is complete and accurate. If funding is granted the delivery organisation is aware it will be required to enter into an agreement to adhere to terms and conditions of the funding, to supply any additional information which is required, and that failure to comply may result in legal action being taken to recover any monies paid. I agree to details about the project/organisation being entered onto a computer database. I am authorised by the organisation to sign and submit this application on their behalf. 	

This project application has been completed by:	
Name	
Organisation	
Date	
Signature	