



Chipping Norton Town Council's Grants to Voluntary Bodies Application Form 2023

Applications must be received before the deadline 03/07/2023

Chipping Norton Town Council (CNTC) are looking for applications of up to £2k which demonstrate:

- Improved Physical, Mental, Emotional Health, and Environmental or Economic outcomes.
- Direct, positive, impact for Chipping Norton residents.

For more information, please see our guidance which can be found at www.chippingnorton-tc.gov.uk/grants.

Name of Organisation		
Name of Project or Activity		
What is the delivery time scale of your Project or Activity	Start (mm/yyyy)	Finish (mm/yyyy)
Amount of funding requested from CNTC		

Contact Details

Name of the person making the application	
Position in organisation	
Email address	
Telephone number	

Organisation details

Address	
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Website	
Social media links	
Description of organisational purpose and how it benefits the community	
Please outline any fundraising activities that your organisation has undertaken in the past year	
Do you have any special projects which require additional financial expenditure by your organisation in the next year?	

Payment details if application is successful

Name of account	
Sort code	
Account number	

Project Details

Please tell us in no more, than 300 words, about your project. Who will your project benefit, how will it be delivered, how can people join in...

How will you measure the impact of your project?

If awarded a grant last year from CNTC could you please state how the funds helped your organisation and what they were used for.

How much will your project cost and how will you use the money?

What is the total cost of your project?	
How much Funding would you like from CNTC?	
Where will the remaining funding come from?	

Budget (please complete the following budget for your project)			
Title	Description	Total amount	Amount requested From CNTC
Management costs			
Training			
Office costs (rent, telephone etc)			
Salaries			
Expenses (travel etc)			
Venue hire			
Materials			
Publicity			
Volunteer expenses			
Other (please specify)			

	Sub total		
	TOTAL		

Declaration

We confirm that all the information contained within this application is true and accurate to the best of our knowledge and belief, and that we are authorised to submit this application on behalf of the group. We have read and agree to abide by the terms and conditions
(please click/tick box to agree) ☐

We agree to crediting Chipping Norton Town Council for the funding for this project through our communications and are happy for CNTC to share stories and grant feedback through their communications.
(please click/tick box to agree) ☐

We are happy to arrange visits by CNTC staff and councillors to our project while it is being delivered
(please click/tick box to agree) ☐

We have provided copies of the following necessary documents (refer to Grant Application Information) to support the application (please click/tick as appropriate):

Accounts ☐ Bank statement or paying-in slip ☐ Constitution ☐
(to double check bank details)

NB. Scanned copies are acceptable if you send your application by email.

Applications will not be taken to committee without all these supporting documents

Signature 1 (person submitting form)

Signature 2 (Chair or senior representative of the organisation)

Typed entries acceptable for email applications

Date:

Please return your completed application form to:
Chipping Norton Town Council,
The Guildhall

Chipping Norton
OX7 5NJ

deputyclerk@chippingnorton-tc.gov.uk