



Congleton Inclosure Trust

Registered Charity No.244136

Congleton Town Hall, High Street, Congleton, Cheshire CW12 1BN
Telephone: 01260 270908 Email: info@congletoninclosuretrust.org.uk

APPLICATION FORM FOR GRANTS TO VOLUNTARY ORGANISATIONS

The Trustees meet on the last Wednesday of January, April, July and October and any application for a grant should be submitted by the end of the month before the applicable meeting. (e.g. end of December for the January meeting)

Please return the completed application to;

**Jo Money, Congleton Inclosure Trust, Congleton Town Hall,
High Street, Congleton, Cheshire CW12 1BN**

1. Information about your organisation

The applicant must be an authorised representative of the organisation to benefit by the grant.

Name of organisation:.....

Contact Person:

Position in Organisation:

Address for correspondence:

.....

.....

Tel: (Day)(eve).....

Email address:

2. How would you describe your organisation? Tick as appropriate:

Voluntary organisation

Registered Charity (give your charity number).....

Other: (please state)

3. Does your organisation have the following? Tick as appropriate.

A governing or management committee

A bank or building society account

A constitution

Annual accounts

4. Please give details of your organisation and its work.

5. Please tell us about your project

6. The Trustees ability to make a grant towards a project is governed by a Charity Commission scheme which provides that:

- (i) The area of benefit is to be the town of Congleton with the parishes of Astbury and Hulme Walfield.
- (ii) The applicant(s) must be able to satisfy the Trustees that a grant is required for use within the area of benefit for:
 - (a) the relief of poverty or sickness, or
 - (b) the provision of support for recreation, leisure or educational facilities, or
 - (c) a charitable purpose which is helpful to a resident or residents in the area of benefit.

Please explain briefly how you project will satisfy the above scheme:

7. Project details

What is the cost of the project for which the grant application refers £.....

What monies have already been raised towards the cost of the project including any fundraising events or activities £.....

£.....

£.....

Is it anticipated that any further monies will be raised towards the cost of the project? £.....

Amount you are applying for from the Inclosure Trust: £.....

Please enclose a separate sheet of the breakdown of the costs of your project including any relevant quotes for items to be purchased.

8. Please enclose a copy of the organisation's latest statement of accounts (including balance sheet)

What is the date of the financial year end

If a grant is made to whom should any cheque be made payable?

Signature of applicant..... Date

9. Check List (please make sure you have done the following);

Have you signed the form?

Completed every question on the form?

Enclosed a copy of the last statement of accounts (including Balance sheet) of your organisation?

Included any relevant breakdown of costs?