

NEWLANDS COMMUNITY BENEFIT FUND

APPLICATION FORM (Ward of Margam)

1.1 Name of Organisation

1.2 Address of Organisation

Postcode

1.3 Contact Person

Position

Daytime contact phone no.

Email

About your Organisation

1.4 What does your organisation do? Include your aims and objectives and how it achieves these.

1.5 Do you have a constitution or similar document?

Yes No

Have you a Bank Account in the name of the Organisation? Yes No

(Please tick as appropriate)

A constitution is the governing document which states what your organisation does and where and how you achieve it. If you do not have a constitution or similar document, you will NOT be eligible for this grant scheme. If you have a query, please contact us.

Your organisation's financial details

1.6 Please give us details of your group's bank account.

Group Name on Account	<input type="text"/>						
Bank / building society name	<input type="text"/>						
Bank / building society address	<input type="text"/>						
Sort Code	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Account number	<input type="text"/>
Building society roll number (if applicable)	<input type="text"/>						

Please give the names of two bank signatories and their positions in your organisation.

1	Name	<input type="text"/>	Position	<input type="text"/>
2	Name	<input type="text"/>	Position	<input type="text"/>

1.7 Where did you hear about this grant scheme?

Your project in need of funding and how it addresses the Fund Criteria

2.1 Please briefly describe the project for which you request the grant and its location. Your answer should describe which activity/ies you need a grant for and how the funding will help to deliver your project.

2.2 What genuine long term community benefits do you anticipate as a result of the grant? What outcomes do you hope to see as a result of the grant?

Project Costs

3.1 Please provide a breakdown of the total cost of this project.

Item	£ Amount	Tick if you are applying for this item from this grant scheme
Total amount required for the whole project	£	

3.2 How much money are you asking for?	£
How much have you raised elsewhere for this project? Please list funders and amounts below	
	£
	£
	£
Total Project Cost	£

4.1 Other Information - Timescale of this project

Start date	Finish date	Or ongoing (please tick)
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4.2 If your grant is approved may we use your organisation as an example to promote our work? (Please tick as appropriate)

Yes No

Declaration

- I am authorised to make the application on behalf of the organisation.
- I certify that to the best of my knowledge the information contained in this application is correct.
- If the information in the application changes in any way I will inform the Newlands Community Benefit Fund immediately.
- I further confirm that if successful, the organisation agrees to the following conditions:
 - Use the grant only for the purpose in the offer letter
 - The documentation submitted under this scheme have not been used to claim grant aid from other sources for the same expenditure
 - Complete an Project Completion Report as requested
 - Agree to take part in any publicity of the grant as required

Name	Position
Signed	Date

Checklist

Please ensure you enclose the following or your application may not be considered

- A signed and dated constitution (if you do not have a signed copy we still require an unsigned copy together with a copy of the minutes of the meeting at which it was adopted. If you don't have a constitution please contact us) Schools Exempt
- Audited Accounts. If new organisation please provide a copy of current bank statement (showing the account name and details) Schools exempt
- Insurance Policy (appropriate to the project, facility or activity to be developed)
- Lease Agreement (where applicable)

IMPORTANT

Please ensure that you have answered every question as incomplete application forms may not be considered. The Grant Management Organisation reserves the right to carry out spot checks and monitoring on a cross section of successful bids. We may ask to see evidence of your expenditure, such as receipts or invoices.

Please return your application to:

**Newlands Community Benefit Fund
c/o The Project Development & Funding Unit
Neath Port Talbot County Borough Council
Room 307B
Civic Centre
Port Talbot – SA13 1PJ**