



Grant Application

Please follow this checklist to ensure you provide all the information we need and that your project fits the criteria of the Pride in Penrith Lottery. Please note that this form can be completed and returned by email along with scans of relevant documents. Actual paper copies are not required.

	Yes/No
Is your organisation a voluntary/non-profit-making organisation or supports community initiatives that benefit the town and the residents of Penrith?	
Does your project have a broad affect on the local community?	
Is your application for a specific project rather than for general funding or maintenance costs?	
Have you read and understood the general criteria for grant aid, in particular, the point which requires you to provide one or more new lottery memberships, either as individuals or as an organisation?	
Have you included all the necessary information, including your constitution, your last annual report, audited accounts/financial statement and a copy of your latest bank statement and estimates of project/event costs?	
Have you read and understood that our catchment area for grant applicants is a five-mile radius around Penrith, as outlined in the grant criteria form?	
Does the form have two signatures?	
Have you outlined how you will help us promote the Pride in Penrith Lottery?	
Have you enclosed copies of the following documents (if applicable)? a) Constitution/rules b) Membership/fees c) Latest annual report d) Audited accounts, financial statement and a copy of the latest bank statement e) Two estimates	

About your organisation

Name of organisation.....

Contact person.....

Position in organisation.....

Address for correspondence.....
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Tel.....Fax.....Email.....

Is the organisation a registered charity? Yes/No

Name on group account.....

Address of bank.....

Bank account number.....

About your project

Please tell us about your project.....
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Why do you need this grant and who will benefit?
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When does the project start?

What is the total cost of the project?

How much are you applying for?

Is this a completely new project? Yes/No

Is the application for a once-only cost? Yes/No

If you are applying for less than the full project costs, how will you fund the rest of the costs?

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Please tell us who else you have applied to and the results of other funding applications:

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Please tell us what you hope to achieve as a result of this project (outcome)?

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Is there any other information you wish to give?

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Have you received a grant from the Pride in Penrith lottery before? Yes/No

When?..... How much?.....

WE AGREE THAT:

- 1) **The information in this application is correct.**
- 2) **We have read and agree to the general conditions for lottery grants, including point 10 of the general criteria, which requires us to provide one or more new lottery memberships, either as individuals or as an organisation.**
- 3) **We will complete and return a project completion form.**

Signatories:

Chairperson _____ **Treasurer** _____

Please print _____ *Please print* _____

Secretary _____

Please print _____

Date _____

Finally, please tell us how you heard about the Pride in Penrith Lottery:

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