



STOTFOLD TOWN COUNCIL

APPLICATION FOR FINANCIAL ASSISTANCE TO VOLUNTARY ORGANISATIONS

Please fill in all sections in black ink, and refer to the attached guidance notes for assistance in completing your application. Should you wish to expand on a question, please enclose additional information on a separate sheet. Please ensure that the declaration at the end of the application form is signed and dated.

When completed please return this application to:

The Town Clerk, Stotfold Town Council, The Greenacre Centre, Valerian Way, Stotfold, Hitchin, Herts, SG5 4HG

Tel: 01462 730064

Email: enquiries@stotfoldtowncouncil.gov.uk

ORGANISATION'S CONTACT DETAILS

Name of organisation _____

Contact name _____

Position in organisation _____

Address for correspondence _____

_____ Tel No. (day) _____

Email address _____

Is your organisation a registered charity? If so please give charity number _____

DETAILS OF ORGANISATION

Brief description of your organisation's aims _____

Please describe how the local community of Stotfold benefits from your organisation _____

ABOUT THE PROJECT

Please give brief details of your proposed project and what you wish to use any grant awarded for

What is the total project cost (attach separate sheets if necessary)

What amount are you requesting from the Council? (please **do not** leave this question blank)

Have you received or applied for funding from any other source for this particular project? Please give details

FINANCIAL DETAILS

Does your organisation receive funding from other sources and if so who?

How much funding will be provided from your own resources?

If successful, to whom should the cheque be made payable? _____

Together with your application, you will need to submit supporting information as follows:

- **A copy of the latest available statement of the organisation's accounts.**
- **If your application is to fund specific goods/services, a copy of quotations for the said goods must be supplied.**

Signed on behalf of the organisation _____

Dated _____