



Grants Fund Application Form

Please read the supplied Information and Guidance for Applicants before completing this form. If you have any queries contact ADeC (details above).

This scheme is supported by East Cambridgeshire District Council.

1. Your Organisation

Name of your organisation:

Contact name:

Contact address:

Daytime Telephone number:

Email address:

Preferred contact method:

postal / telephone / email

2. Your Activity

Description of your planned activity:

(no more than 100 words)

Where will the activity take place?

When will the activity take place?

Who will benefit from the activity?

How many people will be involved? (Please list separately artists, people taking part and audiences)

3. Managing Your Activity

How are you going to deliver your activity? (See guidance notes for more information)

How are you going to tell people about your activity?

How are you going to make your activity accessible to people with special needs?

4. Benefit to your Organisation

How will this activity benefit your organisation?

How will you measure this?

5. Benefit to the Community

How will this activity benefit the community? (Please make sure you specify how this event will help your community celebrate 2012)

How will you measure this?

6. Your Finances

How is your organisation funded?

What is your average annual income and expenditure?

Do you have any reserves? (If yes please give details)

7. Activity Budget

Income:

Earned income

Other grants

Sponsorship

Other (please specify)

Total Income

Expenditure:

Fees and expenses

Materials and equipment

Venue Hire

Marketing

Other (please specify)

Total Expenditure

Your contribution:

Grant requested from ADeC:
(maximum £500)

Name:

Signed:

Date:

For Official Use Only	Date received:
Code:	Approved/rejected:
Date approved/rejected:	Amount awarded:
Date paid:	Amount paid:

This grants
scheme is
funded by:



EAST CAMBRIDGESHIRE
DISTRICT COUNCIL