

**SPORTS GROUP GRANT APPLICATION FORM**

Please complete this form clearly and answer all the questions as fully as possible.

**Name of Club:**

**Registered charity/CASC number or appropriate affiliation:**

**Name of person applying:**

**Official position within the club:**

**Contact address:**

**Telephone no: E-mail:**

**Bank account name: A/c no: Sort Code:**

 **or to whom a cheque should be made payable:**

**Funding required: £**

**How will the grant be spent? Please provide as much information as possible and include estimates/quotes where applicable.**

**Has the club and its members undertaken any fundraising activities?**

**How many people from Stevenage and the surrounding villages will benefit from the grant?**

**How will you promote the funding from Stevenage Community Trust if your application is successful?**

**If applying for funds for coaching courses, please provide the name of the course, location, date and cost per person.**

**Will the club/individual contribute to the cost of the course? Yes/ No (if 'yes' by how much):**

**Is the person undertaking the course a paid coach of the club? Yes/No**

**If awarded, will the grant help increase participation? Yes/No (if 'yes’ by how much?):**

**Have you requested/received funding from any other organisation?** **Yes/No (if ‘yes’ provide details below)**

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| --- | --- | --- | --- | --- | --- |
| Organisation | Date of request | Awarded Yes/No | Amount awarded | Date of award | If request was refused please give reason if known |
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**Please tick the boxes below to ensure your application is complete before submission.**

I hereby certify that the information given is correct to the best of my knowledge.

I have enclosed the latest annual accounts for my organisation.

I attach proof of the organisations bank details\* (if payment by bank transfer is required).

For those working with children or young people, please confirm the organisation has a child protection policy

 I enclose quotes/estimates for equipment or services relating to the grant request.

If successful, a representative will attend a grant presentation.

Details/photos relating to presentation of a grant may be used for publicity purposes.

\*an original bank statement, voided cheque, voided paying in slip or original letter from bank confirming account details.

Signature of Applicant: Date:

**Please email your completed application and accompanying documents to** **grants@stevenagecommunitytrust.org** **or send to Stevenage Community Trust, Follett House, Primett Road, Stevenage, Herts SG1 3EE**