

**UTTOXETER TOWN COUNCIL**

**APPLICATION FOR S137 SUNDRY GRANT**

Name of applicant/organisation:  Contact person:  Daytime Telephone No:	Address:   Postcode:
Amount of Grant applied for:  Total cost of Project:  Other sources of income:  If successful, to whom should the cheque be made payable to:	Outline use of grant applied for:
When will activity take place? <i>Please include start and finish dates</i>	How will it benefit Uttoxeter/the community?
How will progress and final success be measured? <i>Please include key points of progress and how you will determine that the project has achieved its goals</i>	Please attach further details of the purpose for which the grant is sought, together with details of your group or organisation. Include details of costings together with written quotations where applicable.  Enclosures:

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Should you have any query in respect of this form, please telephone 01889 564085 for assistance.

Please complete and return this application form to: The Town Clerk, The Town Hall, High Street, Uttoxeter, Staffs. ST14 7HN or [info@uttoxetertowncouncil.org.uk](mailto:info@uttoxetertowncouncil.org.uk)

## *Guidelines for the award of Grants by Uttoxeter Town Council*

The Council, subject to the following general guidelines, will consider applications for grants:-

### 1. Purpose

The Grant made will be used to:

- a) Improve the Uttoxeter area, and/or
- b) Encourage involvement in Uttoxeter community activities, and/or
- c) Improve community facilities in Uttoxeter, and/or
- d) Be of benefit to the community in Uttoxeter, and/or
- e) Support local charities/organisations, and/or
- f) Support local youth services, and/or
- g) Support Fairtrade priorities, and/or
- h) Support Biodiversity and Climate Change Initiatives.

### 2. Applicants

Applicants:

- a) Must show that the grant will be fully expended only for the purpose for which it is granted
- b) Do not have to hold 'charitable' status
- c) Must be willing to show evidence of the expenditure of any grant so made if requested by the Council

### 3. Applications

Applications:

- a) Should show full details of proposed expenditure, including time-scales and the possible source of any other funds being used for the same project
- b) Cannot be made for purposes that any other person or organisation has a statutory obligation to undertake
- c) Will not be accepted for activities that promote a particular political or religious viewpoint. However, such bodies may apply for a grant if it is for community development activity.

### 4. General

The Council reserves the right to make or refuse grants at its sole discretion.