



CHICHESTER CITY COUNCIL

DISCRETIONARY GRANT APPLICATION (Grants up to £500)

By submitting this application you agree to the current Guidelines and Terms for Discretionary Grants from Chichester City Council

Name of organisation: _____

Name of person making the application: _____

Position in the organisation: _____

Address: _____

Telephone number: _____

Email: _____

Purpose of organisation: _____

Number of members: _____ Date founded: _____

Is the organisation a registered charity? YES / NO

If YES, please give registration number: _____

SIGNED AND DATED: _____

By signing this application I confirm acceptance of the Chichester City Council Discretionary Grants Guidelines and Terms

Estimated total cost of proposal/project _____

Amount of Grant requested: _____ (Maximum on this application form - £500)

Have you applied for any other Discretionary Grants from Chichester City Council in the previous 3 financial years? If yes, please give brief details:

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Briefly explain why the Grant has been applied for (continue on another sheet if required):

Have you applied for any other Grants for this project? If yes, please give brief details:

IF YOU HAVE APPLIED FOR FUNDING ELSEWHERE FOR THIS PROJECT, what is the intention of this application to Chichester City Council (please tick as appropriate):

- A speculative application in the event other applications are unsuccessful
- Match funding with other Grants as part of the overall project cost

Please ensure that you have completed all the sections above and the following documents are attached to this Discretionary Grant Application:

- A simple Business Plan outlining why a Grant should be awarded
- A copy of the latest Audited Accounts or an Income & Expenditure Sheet for the last complete financial year
- A copy of your Events Insurance Policy if the Grant requested is for a specific event

Please return the Discretionary Grant Application Form and associated documents to:

Gareth Bowen - Member Services Support Officer
Chichester City Council, The Council House, North Street, Chichester. PO19 1LQ

g.bowen@chichestercity.gov.uk