

**Earley Town Council**

**Individuals Application Form**Before completing this application form, please ensure you have read Earley Town Council’s Grant Policy which includes details of the criteria for applications.

1. **Your Information**

|  |  |
| --- | --- |
| Name of Applicant  |  |
|  |
| Address |  |
|  |
| Telephone No |  |
|  |
| Email Address |  |
|  |

1. **Grant Information**

|  |  |
| --- | --- |
| Grant amount being requested |  |
|  |  |
| Purpose of the request |  |
|  |  |  |
| Have you received other sources of funding, if so please detail, including amounts received | **Funding Body** | **Amount Received** |
|  |  |
|  |  |
|  |  |
|  |  |

|  |  |
| --- | --- |
| In a maximum of 250 words, please explain why you are applying. Your reasons must clearly outline how and when the grant will be spent.  |  |

1. **Payment Details**

If your application is successful the grant award will be paid electronically, please provide the appropriate bank details of where you would like the award paid.

|  |  |
| --- | --- |
| Name of Bank/Building Society |  |
|  |  |
| Account Name |  |
|  |  |
| Account Number |  |
|  |  |
| Sort Code |  |

1. **Checklist**

Before submitting your completed application form, please check that you have carried out the following:

Read and understood Earley Town Council’s Grant Policy

Completed all sections on the application form

Provideed accurate details on why the grant is being requested and how it will be spent

Provided the correct bank details for payment to be made, if your application is successful

1. **Declaration**

I certify, the information that has been provided is true and correct to the best of my knowledge.

|  |  |
| --- | --- |
| Signed (by applicant or parent/guardian if applicant is under 18yrs) |  |
|  |  |
| Name |  |
|  |  |
| Date |  |

 **Privacy Notice**

By submitting this application, you consent to the Council storing and processing the personal data you have provided for the purpose for which it was submitted. For full details of the Privacy Notice for Grants, please visit: - <https://www.earley-tc.gov.uk/wp-content/uploads/2022/07/Privacy-Notice-Grants.pdf>

**Please return your completed form and supporting documentation to: -****deputy@earley-tc.gov.uk** **or by post to: -
Grant Applications, Earley Town Council, Council Offices, Radstock Lane
Earley, Reading, RG6 5UL**