



The deadline for applications is the 14th September 2018.

Your Information

By filling in this form, you are providing information to Chesham Town Council. We will hold your data in compliance with Data Protection law and will only use the information that you have provided for the purposes of administering our Donations Scheme. We will not share your information with any other organisations. We will hold your data for seven years.

You have the right to request a copy of the information that we hold about you. If you would like a copy of some or all of your personal information, please email or write to us at the address at the end of this form. We want to make sure that your personal information is accurate and up to date. You may ask us to correct or remove information you think is inaccurate.

Name of organisation:	
Secretary's name:	
Secretary's phone number & email: <i>This email address will be used for all general correspondence unless you specify otherwise. Only provide a postal address if you do not wish to be emailed.</i>	
Treasurer's name:	
Treasurer's phone number & email: <i>This email address will be used for remittance of any grant approved. Only provide a postal address if you do not wish to be emailed.</i>	

How is the organisation established? (Delete as appropriate)	(a) Registered charity. Charity no: (b) Incorporated by Royal Charter (c) Incorporated under the Companies Act (d) Registered as a Friendly Society (e) By affiliation to any national body (f) Deed of Trust (g) Other
What are the objectives of the organisation? How do they accord with the Council's Strategic Objectives? (see last page)	
Does the organisation carry out (or propose to carry out), any trading activity with a view to profit other than general fundraising events?	<i>If yes, please supply full details together with the latest Trading and Profit and Loss Account on a separate sheet.</i>
Does the organisation have a membership?	<i>If yes, please state for each class/type of membership the annual subscription and number of members for the past three years:</i> This year: Last year: Previous year:

Documents to be included with your application. Please tick to confirm that you have included each document:	
(a) Constitution	
(b) Last audited accounts and balance sheet	
(c) Last Annual Report to Members	
(d) Any other material in support of the application	

<p>Have you received a grant from us in the last 12 months?</p>	<p><i>If yes, how much of the grant have you spent and what was it used for?</i></p>
<p>Please give a brief outline of the organisation's activities over the last year. We are particularly interested in expansion projects. Please refer us to the annual report if the details are already given there.</p>	

<p>For what specific project are you now seeking a grant?</p>	
<p>How does this project accord with our strategic objectives? <i>(see last page)</i></p>	
<p>What benefits will this project bring to Chesham and its residents? <i>Please continue on a separate sheet if needed</i></p>	

Total estimated cost of project:	
Dates scheduled to start and finish:	
Amount already available:	
Amount expected to be available at beginning of project:	
How much money would you like to receive from the town council?	
If you have applied to other organisations, please tell us who you have applied to and what amounts you have applied for:	
If your application is successful, you will be paid by BACS payment. Please provide the following information to make sure that you can be paid:	
Bank name:	
Bank sort code:	
Account name:	
Account number:	
Please sign to confirm that you submit this application on behalf of the organisation and that you believe all statements made or enclosed to be true. Signature:	
Capacity in which signed:	
Date:	

If your application is successful we will contact you 6 months after the grant is issued to ask you how you have used the money. We would be grateful for feedback on where the grant has been spent; this information will be posted on www.chesham.gov.uk.

The deadline for applications is the **14th September 2018**. Applications received after this date will not be considered.

Please return the complete application form and supporting documents to:

Chesham Town Council, Town Hall, Chesham. HP5 1DS or townhall@chesham.gov.uk

Chesham Town Council Strategic Objectives

Please refer to these objectives to assess how your project aligns with the aims of the town council.

1. To enable residents to enjoy high quality social, recreational and cultural facilities within the town and to seek the continuing improvement and development of these facilities in accordance with the desires expressed by the residents.
2. To encourage and promote the economic and commercial vitality of Chesham in a way that encourages sustainable employment opportunities, housing and business facilities that respect the Area of Outstanding Natural Beauty in which it is situated.
3. To preserve the unique identity of Chesham and promote its heritage.
4. To consult with, understand and represent the views and wishes of the citizens of Chesham.
5. To help create a socially inclusive and caring community, which embraces all its residents equally, seeking to develop their well-being, knowledge, understanding, and mutual co-operation.
6. Chesham Town Council will ensure that the money entrusted to it by the residents of Chesham is securely managed and spent effectively on achieving the above strategic objectives.