

West Lindsey
Community Grants



Access to Transport Fund

(Up to £8,000)

Application Form

Applicant Name:

Our Reference:



Closing Date for Applications

This scheme is open to applications at any time and they will be reviewed within a maximum of 4 weeks when received.

Completed application forms should be returned by e-mail or post.

E-mail: funding@west-lindsey.gov.uk

Post: West Lindsey District Council
Community Grants
The Guildhall
Marshall's Yard
Gainsborough
DN21 2NA

Checklist for Supporting Information

The following documents should be submitted with your completed application form. Please tick below to confirm you have included them.

Tick ✓	Supporting documents you MUST send with this form:
	Copy of your organisations constitution or similar governing document <i>(not required for Town or Parish Councils)</i>
	Copy of your organisations bank statement – from within the last 3 months <i>(a print out from online banking can be used)</i>
	Documentation evidencing you have secured or are applying for external funding to deliver your project

Contact Details

Our Guidance Notes for this scheme contain further detailed information and advice. You can view them on our website: www.west-lindsey.gov.uk/funding

You can contact us via e-mail or telephone.

Telephone: 01427 675145

E-mail: funding@west-lindsey.gov.uk



1. Your Organisation

You will find useful guidance in this side bar throughout this form.

The name of your organisation should be the full name as stated on your constitution or similar governing document.

Include a registration or VAT number if you have one.

Please include your full address including postcode.

Name of Organisation:

Registration Number:

VAT Number:

Type of organisation: (e.g. Parish Council, Registered Charity)

Postal Address including postcode:

Address where your organisation is based (if different to above):

Website address or social media page:

Your full name:

Position in organisation:

Daytime telephone number:

Mobile telephone number:

E-mail address:

Alternative contact name:

Position in organisation:

Daytime telephone number:

Mobile telephone number:

Please provide full contact details for yourself and another person we can contact in your organisation.



2. Your Project

Please give your project a title in under 10 words. It could be a description of what the project will do. This is the name we will use when referring to your project in any publicity.

Please describe your project. Explain what will happen if you receive a grant.

We may know nothing about your project so this is the main section to explain what you will do.

The explanation doesn't need to be complicated but should give a clear understanding of what you would do if you receive funding.

Name of project:

Please describe your project and how you will use the grant?

When do you plan to start your project?

Please provide dates to show the project timescale.

Project start date:

Anticipated completion date:

Is this fixed?

or flexible?



How will your project improve access to transport?
How will your project benefit the local community?

Tell us how your project will benefit the local community.

Explain what positive outcomes will be achieved by delivering your project.

How will our funding help secure external funding you have already obtained or attract new sources of funding for the project?

Explain how a grant would help you secure funding you have already been awarded.

Would grant enable you to attract more external funding support? If yes, how would it do this?



List all other funders and the amounts you have been successful in obtaining, e.g. own funds, other grants, other fundraising etc...

Tell us the current status of other funding sources including if it has been successful yet and when you expect to get a decision.

Remember to include details of your own funding committed to the project.

The total funding should equal the total project costs on Question 3.1

3.2 Total Project Funding

Please enter all sources of funding for your project below:

Funding Source	Amount Requested	Is this confirmed?	Date applied	Date to be confirmed
Access to Transport Fund				
Own Organisation Funds				
Total Funding:				

The difference between your Total Costs and Total Funding is:

This figure should be £0 to show that your total funding is enough to cover the total project costs.



If we are unable to offer funding how would this impact on your project? Would the project still be able to continue?

Please explain any other plans you may have should funding not be successful.

Could your project be delivered differently to reduce the need for funding?

4. Declaration for Organisation

Please tick and sign to confirm you understand and agree to the declarations:

“I confirm that the details I have entered on this application form are true and correct to the best of my knowledge and that providing false or incorrect information may impact on the decision to offer funding”

“I understand that West Lindsey District Council will contact other funding bodies involved with the project to discuss progress, share information and work to secure best possible match funding”

You can view the Grant Funding Agreement for this scheme online at:
www.west-lindsey.gov.uk/funding

Please sign and date this application to confirm you have read and agree to the declaration.

Signature:

Date:

Full Name:

Position within organisation:

If you are completing this form electronically you DO NOT have to sign this form, just ensure you have entered your e-mail address on the contact details page.