



KIDDERMINSTER TOWN COUNCIL

COMMUNITY EVENTS GRANT APPLICATION FORM (January 2023)

The Town Council, through Grant Funding received from Wyre Forest District Council, is looking to support community groups through the provision of grant funding for Community Events

Applications will need to be sent to Grant Applications, Kidderminster Town Council, Wyre Forest House, Finepoint Way, Kidderminster, Worcestershire, DY11 7WF

or emailed to office@kidderminstertowncouncil.gov.uk to arrive no later than 12pm on Sunday 3rd March 2024

If you have any questions about the application process, please email office@kidderminstertowncouncil.gov.uk or telephone the Town Council on 01562 732680

It is our intention to notify applicants of the outcome on Friday 15th March 2024,

Notes:

- Grants will not normally be awarded to individuals.
- Grants will not be made retrospectively.
- The grant must be used for the purpose for which the application was made.
- Receipts, proof of purchase or clear evidence of expenditure should be provided to the Town Council.
- Kidderminster Town Council reserves the right to request evidence to confirm that grants are spent in line with the original application. Where it is not satisfied that this is the case monies granted are to be returned.

Check List

- On completion of your application form please ensure that you have remembered to sign and date the form, and to attach, e-mail, post or present the following:
- A copy of your constitution.
- Quotations, estimates or information on the project/item for which funding sought.
- Any additional information in support of your application.



KIDDERMINSTER TOWN COUNCIL

1	Name of Group/ Organisation		
2	Correspondence Address		
3	Ward Location within Kidderminster	Blakebrook & Habberley South <input type="checkbox"/>	Franche & Habberley North <input type="checkbox"/>
		Broadwaters <input type="checkbox"/>	Offmore & Comberton <input type="checkbox"/>
		Aggborough & Spennells <input type="checkbox"/>	Foley Park & Hoobrook <input type="checkbox"/>
4	Meeting Place/Location of Activity		
5	Purpose of Group/ Organisationⁱ		
6	If the group involves young people, do you have a child protection policy?		
7	How often do you meet?		
8	Is the group affiliated to any governing body?		
9	What is the value of the grant funding required?	£	
10	What activity is proposed? (e.g. tea party, picnic in the park, talent show, arts and crafts display)		
11	Date of proposed activity		
12	What is the grant funding to be used for? (e.g. advertising, hall hire, catering)		
13	If you are a registered charity, please provide your registered charity no.		



KIDDERMINSTER TOWN COUNCIL

Additional Commentsⁱⁱ

Other sources of fundingⁱⁱⁱ

Give a brief overview of the proposed activity so that the panel can consider your application e.g. where, when and how many people you hope to involve

I confirm that, I have considered the Kidderminster Town Council criteria for Grant Funding.

I further acknowledge that:

- The Community Events must be held by 31st December 2024.
- Any underspend should be returned to Kidderminster Town Council.
- Publicity relating to the event should be sent to Kidderminster Town Council.
- Publicity should acknowledge grant support from Kidderminster Town Council and Wyre Forest District Council and include logos for both organisations.

Details of Applicant:

Signature:		Name:	
On behalf of:		Date:	
Email:		Tel No.:	

Applications should be forwarded to the **Grant Applications, Kidderminster Town Council, Wyre Forest House, Finepoint Way, Kidderminster, Worcestershire, DY11 7WF**

Telephone: **01562 732680**

e-mail: office@kidderminstertowncouncil.gov.uk

Kidderminster Town Council will only use the information provided for the purpose of the Community Events Grant process.

ⁱ Attach a copy of your constitution or summarise activity/purpose

ⁱⁱ Provide any further comment that will assist the Kidderminster Town Council in reaching a decision

ⁱⁱⁱ Provide any evidence of other methods of funding for the event (e.g. entrance fee being charged or use of your own funds).