



CARNFORTH TOWN COUNCIL COMMUNITY BENEFIT FUND APPLICATION FORM

Reference Number: _____ <small>Office use only</small>	Date of Submission: _____
Project title	
Name of applying group	
Name of contact person and postal address	Postcode:
Email Address	
Phone Number/s	
Charity/ Company No <small>(if applicable)</small>	
Does your group have its own bank account? Yes / No (Delete where applicable) <small>(This cannot be an individual's account.)</small>	
If 'No' to the above, give the name of the group or organisation, that has agreed to administer the money for you – please provide their full contact details.	
What does your group/organisation do?	
What is the total cost of the project?	Total cost of project =
How much are you asking for?	Total amount requested =
Have you previously applied for a Community Benefit Fund Grant? (If yes, please provide dates and indicate whether the application was successful)	



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<p>How do you know there is a need for this project? Describe the evidence you have and the source (e.g. survey, consultations, statistical data etc.)</p>																					
<p>What will the grant be used for? (please provide an itemised breakdown of how the money will be spent on a separate sheet if necessary)</p>	<p>Itemised & detailed breakdown:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%;">Activity / Service Description:</th> <th style="width: 20%;">Amount £:</th> </tr> </thead> <tbody> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </tbody> </table>	Activity / Service Description:	Amount £:																		
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<p>If you have applied for other grants for this work, tell us:</p> <ul style="list-style-type: none"> how much; where from; if the grant has been awarded 	<p>Other funds applied for/ secured (including amount):</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 60%;">Funding source</th> <th style="width: 20%;">Amount £</th> <th style="width: 20%;">Status</th> </tr> </thead> <tbody> <tr> <td>(e.g. Lottery)</td> <td>(£5,000)</td> <td>(Awaiting decision or confirmed)</td> </tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>	Funding source	Amount £	Status	(e.g. Lottery)	(£5,000)	(Awaiting decision or confirmed)														
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<p>Tell us about your project</p> <ul style="list-style-type: none"> This should describe what you want to do with the money; Planned timescales and start date of project; Who the project will benefit and what age groups; How it will meet one or more priority outcomes; Location – where will your project be based 																					



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<p>Partnership working What other partners are involved in the project and what are their contributions (e.g. monetary or 'in kind'?)</p>	
<p>Equality of access How will you ensure that your project is open to all or, if you are focusing on a specific group or community that the target audience will have full access to the activity/service?</p>	
<p>Exit Strategy/ sustainability How will your project provide lasting benefit to the local area or group? If applicable how do you plan to sustain your project?</p>	
<p>Monitoring & evaluation After the project is completed we will need you to complete an evaluation form which will request the following information:</p> <ul style="list-style-type: none"> • evidence of delivery of the work • numbers of people benefiting • assessment of impact • receipts where appropriate • photos where appropriate – visual evidence 	
Signature of applicant	
Town Councillor supporting your application (Emails confirming councillor support will be accepted)	
Name of Councillor: _____	Ward: _____
Signature: _____	Date: _____