



Community Grant Application Form 2027 – 2028 (One Year)

Before completing this application form, please read the guidance notes on our website. If you have any questions about your project's eligibility or completing the form, please contact the Town Council office. Please note that receiving a grant in one year does not guarantee a grant in subsequent years.

Please complete all sections

1. Tell us about your organisation	
Name of Organisation	
Contact Name	
Position	
Address	
Email	
Phone	
Website	
Project Name	
Total Project Cost	
Grant Amount Requested	
Has your organisation previously applied for a grant from the Town Council?	
Is the organisation a registered charity? If so please provide the number.	
When was the organisation formed?	
Please provide a brief outline of what your organisation does.	



2. Reason for grant

Please describe the project you are seeking funding for:
(maximum 150 words)



3. Who will benefit from the grant?

Please describe who will benefit from your project or activities, the area you serve, and any wider community benefits. Estimated numbers and age ranges would be helpful.

Are there other organisations or groups providing similar services in your area? If so, please briefly describe their work and any links you have with them.

How have you identified the need for this project or activity?

Please explain how your project or activities will make a difference and the benefits they will provide.

How is your organisation working to reduce the environmental impact of your project?



4. How will the grant be spent?

Please provide an itemised breakdown of the total estimated costs.

Item	Total Cost (£)
Total	£

5. Other sources of funding

How will you fund the project? Please include details of fundraising, grants received or applied for, and the amount requested in this application.

BTC Grant (this application)	£
West Northamptonshire	£
Council Grant	£
Other Grants (please specify)	£
Existing Funds	£
Fund Raising	£
Other (please specify)	£
Total	£



6. Supporting information

Supporting information helps the Council assess your application. Please include copies of the following documents with this completed application.

Latest accounts (existing organisations)	or	Business plan for new organisations (new organisations)
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Your organisation's constitution
(or equivalent governing document)

Where one or more of the above is omitted, please explain why:



7. Data Protection Statement

Brackley Town Council will use the information provided in this application form and any supporting documents to assess and administer your grant application.

Your information will be handled in accordance with the UK General Data Protection Regulation (UK GDPR) and the Data Protection Act 2018. We will only share your information with third parties where necessary and lawful, including where required by law. Brackley Town Council is the Data Controller for this information.

For further details about how we use and protect your personal information, your data protection rights, or how to contact us, please refer to the Council's Privacy Notice on our website or contact the Town Council office at 20 High Street, Brackley, NN13 7DS.

8. Declaration

I confirm that the information provided on behalf of my organisation is complete and accurate, and understand that if successful, my organisation will be required to complete an end-of-project grant monitoring form.

Full Name
(Block Capitals)

Date
(DD/MM/YYYY)

Position

Signed

Organisation Bank Details

To be used for payment by bank transfer if this grant application is successful.

Name on Account

Sort Code

Account Number



Submitting Paper Copies

If this form has been printed and filled out, please return the complete application and accompanying documents to the following address either in person or via post:

Brackley Town Council Office
20 High Street
Brackley
NN13 7DS

Submitting Digital Copies

If you have downloaded and filled in this application digitally, please email the completed form with the accompanying documents to:

accounts@brackleynorthants-tc.gov.uk

More Information

If you have any questions regarding the Brackley Town Council Community Grants Scheme, simply get in touch and we will be happy to help. You can:

- **Visit us in the office:** 9am - 4pm, Monday to Friday (*address above*)
- **Email:** accounts@brackleynorthants-tc.gov.uk
- **Call:** 01280 702 441

We wish you the best of luck with your application.