



**KIRKBYMOORSIDE TOWN COUNCIL
GRANT SCHEME APPLICATION FORM**

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| Name of group: | Kirkbymoorside Environment Group |
| Main group contact: (full name and title) | Helen Gundry |
| Position in group | Chair |
| Address | ██ |
| Telephone | ██████████ |
| Email | ████████████████████ |
| Provide a <ul style="list-style-type: none"> detailed description of the project evidence of the need for your project, and show who will benefit from it | We would like funding towards the cost of printing and delivering the town shopping guide. The town has a large number of new houses and the Shopping Guide delivered to every household encourages and enables residents to shop local. This will help our shopkeepers to stay in the town, helping to maintain Kirkbymoorside's unique character. |
| What are the full costs of the project (including VAT if applicable) | Printing of the shopping guide £800 Delivery £200 TOTAL £1000 |
| Where is other funding from the project to come from? (Tell us the funder and the amount you expect from them) | Ryedale District Council £450 Moors Gateway Rotary £50 |
| Please tell us the stage at which your other applications are at, ie just applied, awaiting outcome of application or funding confirmed. | RDC – just applied Moors Gateway Rotary – funding confirmed |
| What contribution to these costs would you like from the Town Council? | £ 400 |

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| Is this contribution for a specific element of the project? | |
| What is the structure of your organisation? | Registered charity |

Supporting information checklist

Where relevant please ensure that the following documents are submitted with your application (accounts and bank statements must always be submitted).

| | Tick to confirm enclosure |
|---|---------------------------|
| Group constitution or set of rules | |
| To qualify all applicants must provide a FULL financial disclosure which are as follows: | |
| i. 3 months copies of statements from ALL Bank accounts and statements of monies held in funds ETC | |
| ii. Must include a statement from the applicant of what applications to other bodies have or had been applied for and awarded to fund this project. | |
| Copy of the most recent/audited accounts | |
| Evidence of planning permission (if necessary) | |
| Quotes for capital items and works over £500 | |
| Twelve month forward plan: activities and finance (applications less than £5,000) | |
| Business plan for the next three years (applications over £5,000) | |

Please return to:

Lisa Bolland, Kirkbymoorside Town Council
Town Clerk, Church House, 7 High Market Place
KIRKBYMOORSIDE YO62 6AT

Tel: 01751 432217

email: town.clerk@kirkbymoorsidetowncouncil.gov.uk
www.kirkbymoorsidetowncouncil.gov.uk