



**KIRKBYMOORSIDE TOWN COUNCIL
GRANT SCHEME APPLICATION FORM**

Name of group:	Kirkbymoorside Community Library
Main group contact: (full name and title)	Councillor Christine Dowie
Position in group	Chairman of Steering Committee
Address	Weirside, Keldholme, Kirkbymoorside
Telephone	01751 432305
Email	admin@kirkbylibrary.org.uk
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 	<p>Kirkbymoorside Community Library is a Charitable Incorporated Organisation and will take on responsibility for the Library in on 1 April 2017 when NYCC withdraws staff and funding for the running costs. NYCC have agreed to pay a subsidy (100% of rent and 75% of utilities) until 2020.</p> <p>The trustees need to raise at least £5000 per year to cover 30% of the utilities and other running costs that are not covered by the NYCC subsidy and in order to have a contingency budget to cover any shortfall in income.</p> <p>The attached business plan, marketing plan and analysis of the survey of households in the town provide evidence of the need and who will benefit.</p>
What are the full costs of the project (including VAT if applicable)	£17028.51 per annum

Where is other funding from the project to come from? (Tell us the funder and the amount you expect from them)	Funder: NYCC annual subsidy 2017-2020... £6181.38 Funder: Fundraising events and donations £2,800 Funder: Parish Councils of nearby villages £500 (not confirmed) Funder: KMS TC office rent £1,500 Funder: Additional Room Hire £1,629 Funder: Income for Library services £3,301.13 Funder: NYCC Locality Grant £750.00
Please tell us the stage at which your other applications are at, ie just applied, awaiting outcome of application or funding confirmed.	NYCC subsidy confirmed till 2020 NYCC Locality Grant confirmed and paid in 2016 Parish Council grants recently applied for, awaiting outcome.
What contribution to these costs would you like from the Town Council?	£ 1,500
Is this contribution for a specific element of the project?	Contribution to cleaning costs (total £2750 per year)
What is the structure of your organisation?	Informal group <input type="checkbox"/> Registered charity <input type="checkbox"/> Yes Other <input type="checkbox"/> Please give details below

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	Yes
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.	Yes
Copy of the most recent/audited accounts	
Evidence of planning permission (if necessary)	n/a

Quotes for capital items and works over £500	n/a
Twelve month forward plan: activities and finance (applications less than £5,000)	Yes
Business plan for the next three years (applications over £5,000)	n/a

Please return to:

Lisa Bolland, Kirkbymoorside Town Council
Town Clerk, The Shambles, Crown Square
KIRKBYMOORSIDE YO62 6AY

Tel: 01751 432217

email: town.clerk@kirkbymoorsidetowncouncil.gov.uk

www.kirkbymoorsidetowncouncil.gov.uk