

## Grants for Groups

### Application Form

www.edartscouncil.org.uk



east dunbartonshire **arts** council

### Eligibility

### Part 1

For types of project, activity or equipment which may be eligible, please see accompanying notes.

For an application to be eligible, you have also to be able to tick *all five* boxes below. Where any item raises problems, we may be able to help, but we won't be able to consider your application until you have resolved them. Our advice is to discuss with the Treasurer, Chairman, or art-form representative **before** you send in your application.

√

- I am applying on behalf of a non profit-distributing group or organisation
- My group has a bank account
- My group has a formal written constitution
- If awarded, funds would benefit residents of East Dunbartonshire
- I can supply the three enclosures: Constitution, Accounts and Bank Statement (see page 4)

### Details of applicant

### Part 2

Name of Group	<input type="text"/>		
Main contact	<input type="text"/>	Position in group	<input type="text"/>
Address	<input type="text"/>		
	<input type="text"/>	Post Code	<input type="text"/>
Telephone	<input type="text"/>	Fax	<input type="text"/>
Email	<input type="text"/>		

### Information about your group

### Part 3

At what address does your group meet?

<input type="text"/>		
<input type="text"/>		
<input type="text"/>		
<input type="text"/>	Postcode	<input type="text"/>

Information about your group (continued) Part 3

Outline your group's main activities (not needed if you applied last session)

What (geographic) areas does your group chiefly cover?

The project or equipment for which you seek funding Part 4

Describe the project or equipment (Include dates of events, if known)

How many East Dunbartonshire residents would be expected to benefit?

Comment on any particular characteristics of those who would benefit such as age distribution, ethnicity, disability

**Costings and funding** **Part 5**

Itemised costs of project

	£	
	£	
	£	
	£	
	£	
	£	
	£	
	£	
<b>Total</b>	£	

Anticipated income from event (if any)

	£	
	£	
	£	
	£	
<b>Total</b>	£	

**Costings and funding (continued)** **Part 5**

Funding applied for from other sources (if any)

	£	
	£	
	£	
<b>Total</b>	£	

	£	
Sum requested from East Dunbartonshire Arts Council	£	
<p>Please note:</p> <p>Your costing breakdown has to show a deficit approximately equal to (and not less than) the amount requested. Our normal <i>maximum</i> grant is £500, occasionally £750 for projects we deem to be of exceptional merit.</p>		

## Group's bank account

## Part 6

Name of group's bank	<input type="text"/>		
Address of bank	<input type="text"/>		
	<input type="text"/>		
	<input type="text"/>	Post code	<input type="text"/>

## Enclosures

## Part 7

When you have completed this form you should sign it and submit it to EDAC's Chairman, accompanied by the following three enclosures:

- 1 A copy of the Group's Constitution (Not needed if already supplied, this or preceding session).
- 2 A copy of your most recent audited accounts.  
(For a new group you can supply an income and expenditure plan for the period of the Grant).
- 3 An original recent bank statement. *This will be returned.*

## Declaration

## Part 8

I confirm that I am authorised to submit this application on behalf of my group and that the information supplied is accurate.

The group is aware of the conditions under which EDAC grants funds, and we agree to them. (Conditions are described in the notes supplied with this form).

Signatory 1: the person who completed this form

Signature

Date

Signatory 2: Chairman, Vice Chairman, Treasurer or Secretary of the Group, other than signatory 1

Signature

Date

Please return the completed form to: East Dunbartonshire Arts Council, c/o John Edwards, 154, Mugdock Road, G62 8NE Submission of a word-processed version by email to the chairman [john@tannoch.org](mailto:john@tannoch.org) is extremely helpful to EDAC, though we may need a signed hard copy to follow. **Note that if the form is posted unfolded, the postage required is for "large" format, without which the envelope will not be delivered.**