



## Project Application for Annual Community Events

Please refer to Funding Criteria and Application Help/Information Sheet before completing

### Project Identification (Office use only)

### Description of the Annual Event

#### 1. Project Title – Event and Date:

#### 2. Project Applicant/Sponsor and Contact Details:

#### 3. Cost Details:

- a) Overall estimated cost: £ \_\_\_\_\_
- b) Approximate funding by yourself and other sources: £ \_\_\_\_\_
- c) Contribution requested from the Community Fund: £ \_\_\_\_\_

**Please Note:** The Community Fund will require you to produce receipts to meet/cover the funding which you will receive as part of its audit requirements.

#### 4. Applicant Committee Information:

As you are requesting Funding for an annual event please supply details of the Event Committee to confirm that there have been no changes since the last application:

	(Please ✓)	Attached	No Changes
1. Constitution – Supply copy of Constitution		<input type="checkbox"/>	<input type="checkbox"/>
2. Officers - Recent minutes detailing officers		<input type="checkbox"/>	<input type="checkbox"/>
3. Evidence of Insurance – must attach current Insurance certificate, where required		<input type="checkbox"/>	N/a
4. Current Risk Assessment, where required		<input type="checkbox"/>	N/a
5. Account or Financial Summary		<input type="checkbox"/>	N/a

#### 5. Name, Signature and Date:

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Date: \_\_\_\_\_

By completing and signing the Application you agree to acknowledge support from the Drigg & Carleton Community Fund, during the project or any advertising prior to and during an event (should your application be successful) and confirm the completion of the Project/Event, along with some evidence of its success e.g. photographs.

By completing this form you believe that this project would be in line with the **NDA Socio Economic Policy**, please contact any of the trustees should questions arise, but it is based round **Employment, Education/Skills, Economic & Social Infrastructure and Economic Diversification (The 4 E's)**.

Once completed, please return to the Secretary of the Drigg Charity.