



TODMORDEN TOWN COUNCIL

SMALL GRANTS APPLICATION FORM – MAXIMUM GRANT £3,000

CONTACT DETAILS

Applicants should familiarise themselves with the Discretionary Grants Policy and award criteria before submitting their Grant application.

Date of Application:	28/06/2023	Ref Number: <i>(official use only)</i>	
Name of Organisation:	Todmorden Photographic Society		
Address:			
		Postcode:	

Name of person making the application.		Position:	Exhibition Secretary
Telephone Number:		Email Address:	
Website:		Town Clerk confirmed Bank details and supporting documents <i>(official use only)</i>	

ORGANISATION DETAILS

What type of organisation are you?		
<input type="checkbox"/> Charitable Organisation x Unregistered Community Group/Club/Society <input type="checkbox"/> Registered Charity <input type="checkbox"/> Charity Number <input type="checkbox"/> Other (please state)		
Do you have a constitution or a set of rules? (if yes, please enclose a copy of your constitution)	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are you part of a larger, national or regional organisation? If yes, please give details	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Yorkshire Photographic Union		
How many trustees, volunteers and service users are there in your organisation?	20	
Tell us about your organisation, its aims and the work you wish to undertake and your main activities and how you encourage engagement from all sections of the Todmorden Community		
We meet at Todmorden Town Hall on Wednesdays for lectures and competitions		
How will you acknowledge the Assistance of Todmorden Town Council on all promotional material - see declaration attend of application.		
On the poster for the exhibition		

Will your project have any implications in respect of climate emergency and if so, how do you intend to minimise such impact?

None

FINANCIAL INFORMATION – (Please complete/provide)

Level of Reserves Held at application date	Audited Accounts/Annual Income Expenditure Statement	Bank Statement(s) Balance at application date	Total value of Assets Held £2000 (in equipment not cash)
£ 5355.96		£5355.96	

DETAILS OF FUNDING REQUESTED

What is the purpose of your request for a grant?

- | | |
|--|---|
| <input checked="" type="checkbox"/> Town Hall Hire | <input type="checkbox"/> Community Cohesion |
| <input type="checkbox"/> Project Delivery | <input type="checkbox"/> Cultural Arts & Music |
| <input type="checkbox"/> Core Funding | <input type="checkbox"/> Town Centre Event |
| <input type="checkbox"/> Civic Pride | <input type="checkbox"/> Food Growing |
| <input type="checkbox"/> Town Centre Improvement | <input type="checkbox"/> Skills Development |
| <input type="checkbox"/> Safety/Promotion | <input type="checkbox"/> Voluntary Sector Youth Engagement |
| <input type="checkbox"/> Environmental Projects | <input type="checkbox"/> Social Exclusion/Economic Difficulties |
| <input type="checkbox"/> Climate Change | <input type="checkbox"/> Accessibility and Inclusivity – especially Dementia friendly |
| | <input type="checkbox"/> Other (Please Specify) |

Community Benefit

What is your project called?	Annual Exhibition	
When will your project start and finish?	Start Date: 17th November 2023	Finish Date: 20 th November 2023

How will your project benefit the local community within the Todmorden town boundary? (Use a separate Sheet if necessary).

It will provide entertainment and cultural enrichment to the community as well as showcasing local photographers work.

**Why is this project needed? What advantage will it bring to Todmorden?
How many people within the Todmorden town boundary will benefit from the project?**

To showcase the Society's work and encourage other to join.

Please include dates and venue of events if applicable – please include a draft programme if available.

18th Nov – 10am – 6pm
 19th Nov 10am -4pm
 20th 6.30pm – 9.30pm

PROJECT COSTS AND FINANCES

Total Cost of Project:	£664.00	Amount Requested:	£419.00
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Have you previously applied for grant funding from Todmorden Town Council?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, when did you apply and what amounts were awarded?	3 rd August 2023	

Have you or this group previously applied for or received any other grant for this project?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Applied to:		
Date(s) applied for:		
Received from:		
Date(s) received:		
Amount (s) received:		

Budget: This budget should be for the **total cost** of the activity you are applying to do. Please be as accurate as you can, as you may be asked to explain any amount which is unclear. Attach a separate budget sheet if you have done this work already. Please also provide estimates/quotations of the proposed items of expenditure you may use.

Expenditure items	Cost (£)
Hire of Tod Town Hall	£419
Judges Dinner	£75
Judges Charges	£20
Refreshments	£150
If applicable - Volunteer hours at £10 per hour	
A: Total Expenditure	£664

Other Income Sources (state from whom and whether confirmed)	Income (£)
From your own resources (including public fundraising)	
Raffle	£50

Refreshments	£30
Door income	£165
If applicable - Volunteer hours at £10 per hour - (Match with Figure in Expenditure)	
B: Total Income	£245

C: Sum requested from Todmorden Town Council	£419.00
D: Applicant contribution % = (B/A)% - (official use only)	37 %
E: Todmorden Town Council Contribution % = (C/A)% (official use only)	63 %
D: Total income (must be sum of B & C above) and equal to figure A	£664
TTC use – does applicant contribution % meet criteria – see end of application form (official use only)	Yes

How much do you receive from your main funder ?	Per year £
What other grants have you received in the last 3 years (amount and from who?)	
<p>Please attach any other information you think is appropriate for this project, e.g. insurance cover, health and safety issues, planning permission received, quotations from suppliers and any other relevant information to support your application.</p>	