



Application reference no:.....

## Part 1: About You / Your Organisation

Name of Organisation:.....

Name of Applicant..... Position in Organisation.....

Address for Correspondence.....

.....

Phone Number:..... Email Address:.....

Please contact the Town Clerk prior to submitting an application:  
[info@hebdenroydtowncouncil.gov.uk](mailto:info@hebdenroydtowncouncil.gov.uk) or phone: 01422 842181

Hebden Royd Town Council recognises the serious threat posed by the climate emergency and biodiversity crisis and is actively working to initiate and support projects which aim to reduce carbon emissions and support nature recovery. As a strategic priority for the Town Council, we will therefore welcome and prioritise projects that respond to the climate emergency as well as giving due consideration to mitigating environmental impacts.

Does your Constitution include a dissolution clause?

Please give details of any previous funding received from **Hebden Royd Town Council**:

Year:	Amount:	Project:	Satisfactory End of Grant Report?:

## Part 2: About Your Project

This next section provides an opportunity for you to tell us about the project you are requesting funding for. **(Please note that the length of your responses will be limited to the size of the text box provided for each question. Feel free to add additional sheets if desired).**

Project Start Date: \_\_\_\_\_ Finish Date: \_\_\_\_\_

Project Description:

How will you demonstrate that your project has benefitted people living in the Hebden Royd area?

What measures will you take to ensure your project is accessible to as many people as possible?

How will you demonstrate that your project was accessible to as many people as possible?

If the project involves young people and/or vulnerable adults do you have policies and procedures in place to protect them? \_\_\_\_\_ (please attach these to your application).

Projected number of users: \_\_\_\_\_ Will you be making any charge to users? \_\_\_\_\_

Number of volunteers who will deliver your project \_\_\_\_\_

How will you ensure that your project minimises its impact on the environment?  
(eg. use of energy, transport and other resources)

Cost breakdown - please give as much detail as possible about your proposed project costs.

Amount:	How it will be used:

Total cost of project: £.....

Amount requested from Hebden Royd: £.....

Amount requested from other sources:

Amount	Source(s)

Signature of person completing this form: .....

Date:.....Position in your group:.....

Please note that applications will NOT be assessed unless the following documents are attached:

- A copy of audited accounts or bank details if a new group
- Your constitution
- A list of your organisation's Officers
- Details of the project
- Bank details for payments by BACS