



Arts for Rutland Project Fund Application Form – Groups

Contact Details:

Please refer to 'Application guidelines for groups' Note 1

Name of Group:	
Contact Name:	
Position:	
Address:	
Telephone Number:	
Email Address:	
Website:	

Notes:

- Applications must be submitted at least 12 weeks prior to commencement of any expenditure. We undertake to notify you of our decision within 12 weeks of having received an application and payment will be made by agreement after that.
- We are unable to consider retrospective applications.
- Please submit by email to grants@artsforrutland.co.uk or by post to Arts for Rutland, Rutland County Museum, Catmos Street, Oakham, LE15 6HW.
- We may need to contact you for further information, or to discuss your application
- Please continue on extra sheets if necessary or expand the boxes if you are completing the form electronically.

Project Details:

Project Title:

Please refer to 'Application guidelines for groups' Note 2

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What do you need the funding for?

Please refer to 'Application guidelines for groups' Note 3

What similar projects has your organisation been involved in before?

Please refer to 'Application guidelines for groups' Note 4

How will people benefit from your project?

Please refer to 'Application guidelines for groups' Note 5

What are the possibilities for the future life or development of your project?

Please refer to 'Application guidelines for groups' Note 6

What skills and financial controls are in place to deliver the project successfully?

Please refer to 'Application guidelines for groups' Note 7

Financial Details:

Why do you need the funding?

Please refer to 'Application guidelines for groups' Note 8

What are the costs of the project? Continue on a separate sheet if necessary, or add rows electronically.
Please refer to 'Application guidelines for groups' Note 9

Item	Cost (£)
Total Cost:	

What are the sources of funding for the project?
Please refer to 'Application guidelines for groups' Note 10

Item	Cost (£)
Grant applied for from Arts for Rutland:	
Total Funding:	

What would be the impact of your not receiving funding from Arts for Rutland, or being awarded only part of the amount applied for?

Please refer to 'Application guidelines for groups' Note 11

Application:

Checklist:

Please refer to [‘Application guidelines for groups’ Note 12](#)

Please tick each item as confirmation. Incomplete applications will be returned.

I have completed each section of the application form in accordance with the guidance notes.	
I am attaching audited accounts Or I am attaching a copy of the group’s bank statements for last 6 months And an income and expenditure account for the current financial year	
I am attaching evidence of costs.	
In respect of asset purchases, I am attaching two competitive quotations for each item.	

I apply for funding of £ for the initiative described in this application, and I understand I will use any grant received from Arts for Rutland solely for the purpose as set out in my application.

I agree to allow Arts for Rutland to publicise the awards for promotional purposes, and I agree to take part in publicity for promotional purposes.

I will acknowledge the grant from Arts for Rutland in all publicity.

I will repay the grant in full if the group fails to complete the project within 1 year.

I will complete a project evaluation form within one month of completion of the project.

I will provide a post project expenditure summary, together with documentary evidence, within one month of completion of the project.

I understand and agree that the group will be required to ‘Put back’ into Rutland in the form of a performance / demonstration or similar.

I understand that I may be asked to meet with members of the Arts 4 Rutland Committee to review the application if more information or clarification is required.

By applying for this grant, I understand and accept that this information will be shared with Arts for Rutland committee members for their consideration.

Signed:	
Print Name:	
Date:	