



## **BURSARY AND GRANT INFORMATION 2023-24**

Applications will be considered from all individuals of any age, and any group, organisation and/or business which through their project meet the aims and objectives of the Trust.

If you are an individual applying for a bursary or grant, you must live in Cirencester or any of the surrounding electoral parishes. If you are a group, organisation or business the grant must relate to a project being delivered in Cirencester or any of the surrounding electoral parishes. These are: Baunton, Dalingworth, Preston, Siddington, Kemble, Coates, Sapperton, and Duntisbourne Rous.

Please see the application checklist to see what information is needed with your application for funding.

The aims and objectives of the Trust are to advance education, the arts, music, leisure and recreation; improving life for those who are young or elderly as well as those who are experiencing barriers through a disability or because of social and economic circumstances.

Further information is outlined below:

- the total funding available for applications in 2023-24 is £2,500;
- the maximum amount which can be applied for per application is £500;
- applicants are encouraged to ensure that other funding is available;
- only one application per applicant may be submitted;
- if you are applying as an individual, please provide as much supporting information as possible;
- applicants may be asked to provide supporting information;
- the closing date for applications is Friday 2<sup>nd</sup> February 2024 at midday;
- applications will be considered by 3 Trustees including the Chair of the Trust with bursaries or grants being determined within 30 working days and payment made within 40 working days of initial receipt of the application;
- in the event of the application being successful, applicants will be invited to the Annual Meeting of the Trust and Summer Exhibition reception in 2024, on the evening of Thursday 25<sup>th</sup> July to raise awareness of the project and impact the funding has had.

### **Contact Information**

Please do not hesitate to contact us if you would like further information about applying for grant funding:

Bingham Library Trust, Bingham House, 1 Dyer Street, Cirencester, GL7 2PP

Telephone: 01285 655646

Email: [info@binghamlibrarytrust.org.uk](mailto:info@binghamlibrarytrust.org.uk) Website: [www.binghamlibrarytrust.org.uk](http://www.binghamlibrarytrust.org.uk)

**BINGHAM LIBRARY TRUST – BURSARY AND GRANT APPLICATION FORM 2023-24**

Name (Individual/Group/Organisation/Business): _____	
If successful payment will be made by bank transfer, therefore please provide the following details:	
Account Name: _____	Sort Code: _____ Account Number: _____
Address:	
Post Code:	
Contact Number:	
Email:	
Please outline what the funding is for and how this meets the aims and objectives of the Trust (500 words max):	
How much funding are you applying for? £	
What is the total cost of your project? £	
How much money have you raised so far towards this project? £	
How did you find out about the Trust's Bursary and Grant Funding?	
Groups/Organisations/Businesses Only:	
Please provide contact details for two referees, external to your organisation. If the organisation is not known to the Trust, references will be taken up prior to formal consideration of the application:	
(1)	(2)
I understand that data in respect of this application will be held for the grant application process only and agree to the data being held on this basis and to receiving information and communication from the Trust about what it does and future events. I confirm that the bursary or grant will be used solely for the purpose for which it is applied for and that I can opt out of receiving communication from the Bingham Library Trust at any time.	
Signed:	Date:

Please return your application by post/in person/e-mail to the Clerk of the Trust on or before midday, Friday 2<sup>nd</sup> February 2024.

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Telephone: 01285 655646  
Email: [info@binghamlibrarytrust.org.uk](mailto:info@binghamlibrarytrust.org.uk)

## Application Checklist

What you will need to send:

	Application Form	Covering letter of consent if under 16  Or  Letter of support from someone who knows you, if you are over the age of 16	Year End Accounts (minimum requirement income & expenditure account and balance sheet)	Independent external audit of accounts	Constitution/governance document/business plan	Annual Report
Individuals	✓	✓	N/A	N/A	N/A	N/A
Groups, organisations /businesses with an annual income of up to £250k per annum	✓	N/A	✓	N/A	N/A	✓
Groups, organisations /businesses with an annual income of over £250k per annum	✓	N/A	✓	✓	✓	✓