**Ellen Kerr Awards Scheme**

**Charity Number: SCO 011496**

**Email: ellen\_kerr\_@hotmail.com**

**GRANT APPLICATION FORM**

* Please note that funding will be based on the estimates/quotes provided with this form.
* Any previous applications to the Ellen Kerr Awards Scheme must be closed off before any new application is submitted.
* The text boxes will expand as more is typed into them.

**Personal details**

|  |  |
| --- | --- |
| Name of Club / District |  |
| Name of applicant |  |
| Address |  |
| Post Code |  |
| Tel. No. |  |
| Email address |  |

**Description of project**

**Costs (do not leave blank)**

|  |  |
| --- | --- |
| Total Cost / Estimate  |  |
| Breakdown of individual costs for the project  |  |

**Describe the impact the project would have on the welfare and activities of the Club / District**

**Other funding**

|  |  |
| --- | --- |
| Have you applied or will you apply for any other funding regarding this application? |  |
| If yes, where have you applied to? |   |
| If applying for travel funding please state any other travel funding being received. |  |

**How do you propose to fund the project if this application is unsuccessful?**

**If the asset is worth over £500, describe the insurance plans, where it will be stored and how it will be maintained**

**Declaration**

I hereby apply for a grant from the Ellen Kerr Awards Scheme to assist with the costs of the project outlined and confirm that the information given on this application form and any appendices is true and correct. I understand that if the project is approved, the grant will only be paid once I submit-

* **receipts (not invoices)** covering any expenditure outlined, and
* **photo(s)**

Reports must be submitted by delegates once returned from their International exchange/trip.

Signature Date

Attached – Copy of quotation evidence or invoice for cost of project (if available)

*To be completed by Secretary / Treasurer of Ellen Kerr Awards Scheme with receipts covering grant to be attached.*

|  |  |
| --- | --- |
| Date application approved by Awards Committee |  |
| Amount of grant Approved |  |
| Receipt(s) received |  |
| Photo(s) received |  |
| International report received |  |
| Date payment made |  |
| Cheque number |  |
| Payment amount |  |