



**GB Telecom – Borders “Change” Foundation
(Grant Application Form)**

31st May – 31st December

FOR GB TELECOM (SCOTLAND) LTD USE ONLY

Date received:

Applicant Organisation:

GB Telecom – Borders “Change” Foundation Application Form:

Before completing this form all applicants must ensure that they have read the eligibility and evaluation criteria explained on the GB Telecom (Scotland) Ltd website:

www.gbtscotland.co.uk

All applicants must complete this application form in full.

Please provide two hard copies of your application (original & photocopy). Do not submit your application on disk or by email.

Please complete the checklist at the end of this application form to ensure that you have supplied all appropriate appendixes

Each application form must be accompanied by a covering letter. This letter must be on headed paper and signed by the head of the group/committee/organisation. This letter must confirm that all the information contained in the application is true and correct.

BACKGROUND

1. Please circle which area your Borders “Change” Foundation Application Form relates to:

- Arts
- Culture
- Health
- Music
- Sport

2. Please state the name of the Organisation / Committee / Group / Club:

3. Where in the Borders Region is your Organisation / Committee / Group / Club based?

4. How many years has your Organisation / Committee / Group / Club been established?

-
5. Please state below the amount of money requested from the GB Telecom “Change” Foundation (maximum grant amount £1,000.00*).
-

* Please note GB Telecom Borders “Change” Foundation will look to run fundraising events throughout the year for designated causes etc, and will also look to other funding opportunities and bodies to gain finance for specific projects within the Borders. The sum raised may be over £1000.00; this will be decided by the Trustees.

6. Please state other ways (if any) in which you aim to raise money.
-

APPLICANT DETAILS

Please complete the details below for the Organisation / Committee / Group / Club

Name _____

Legal Name
(if different) _____

Address _____

Town _____

Postcode _____

Daytime No _____

Mobile No _____

Fax No _____

Email _____

Website
(If applicable) _____

Date Established _____

7. Please circle which type of organisation best describes you:

Local Authority

Other Public Body Please Specify _____

Company Ltd by Shares

Company Ltd by guarantee

Recognised Charity

Unincorporated Club/Association

Trust

Other Please specify _____

8. What is your Registered Charity Number? (If Applicable)

9. What is your VAT Registration Number? (If Applicable)

10. What is your Registered Company No? (If Applicable)

Please provide the name, position and contact details of the individual within the above stated organisation who will act as the key contact for all enquiries relating to your application. Please note this person will be the main point of contact with GB Telecom - "Change" Foundation and must have full authority to sign any relevant paperwork required during the application process.

Name of Contact _____

Position _____

Daytime No _____

Mobile No _____

Fax No _____

Email _____

CHECKLIST

Before submitting your application, please complete this checklist and ensure all necessary documents are enclosed.

Documents Required:	Please Tick:
Copy of application (original)	
Copy of application (photocopy)	
Covering letter on headed paper signed by the Chair / Chief Executive / President or Director of the Committee/Group/Organisation/Club	
Letters/testimonials of support from additional local community/partners/sponsors (as appropriate)	
Press/Visitor Guide reports	
DVD/Photos if appropriate	
Poster/Flyers used for promotion	
Copies of the Committee/Group/Organisation/Club's most recent telecommunication bills e.g. Line Rental, Calls, Broadband and Mobiles.	

Please list any additional material that you have submitted with this application:

SIGNATURE

I confirm that the information contained in this application is true and correct.

Signature:

Date

Please send your completed application to:

Administrator
GB Telecom (Scotland) Ltd
Borders "Change" Foundation
Netherdale Industrial Estate
Netherdale
Galashiels
TD1 3EY