



the
**Charity
Service**

Making more
of **every gift**

The Charity Service
Discretionary Fund
Application Form



Guidance Notes

Grants are provided for the provision of nursing or other charitable services for residents of MANCHESTER and SALFORD and District who are in need of such help by reason of age, sickness or infirmity.

There is no limit to the size of the grant that you can apply for however grants of up to £1000 have been approved by Trustees.

Section 1

Details of Organisation

Organisation Name

Contact Address

Contact Person

Name of Applicant

Charity Registration No.

Year Established

Telephone No.

Email Address

Website

Social Media Accounts

Section 2

Reason for This Application

Please state the specific purpose for which the grant you are applying for will be used, and attach written estimates for any purchases you intend to make with it.

Section 3

Grant Requested

£

Name of Payee (Not an individual)

Please provide bank details of the organisation to which the grant should be paid. Please attach a copy of a recent bank statement. (Please note we will not make payment to an individual)

Section 4

What the Organisation Does

Please supply a copy of your organisation's Annual Report including an Income and Expenditure Account and a Balance Sheet and explain briefly what work is done to achieve the objects of the organisation.

Section 5

Governance

i) Are you a registered charity?

Yes No

ii) Do payments from your bank account require 2 or more signatories?

Yes No

iii) Have you applied for funding elsewhere?

Yes No

If yes to **iii)**, please give details, including any responses received.

Signatures

To the best of my knowledge the information provided in this application is correct and I agree to keep to the terms and conditions attached to any grant which may be provided. I agree to contact the Trust's administrators concerning any changes to the details provided on this form.

Signed on behalf of the Group/Organisation

Name (Capitals please)

Signature

Date

 / /

Important Information

Please ensure you have enclosed:

- Latest bank statement
- Latest accounts

The completed form should be EMAILED TO enquiries@charityservice.org.uk

Please ensure ALL questions have been FULLY answered.



Registered Charity number: 1011293

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W: Charityservice.org.uk