

Grant Application Forms 2024

Please note: All Applicants must have read the new Terms and Conditions and have spoken with The Trust's Director before submitting their application.

Application Deadlines

To be considered, applications **MUST** be received in accordance with the deadline dates below. All Events must take place after the Date of Trustees Decision:

Application Deadlines

Monday 15 January 2024
Monday 8 April 2024
Monday 1 July 2024
Monday 7 October 2024

Trustees Meeting

Tuesday 30 January 2024
Tuesday 30 April 2024
Tuesday 30 July 2024
Tuesday 29 October 2024

Please submit your application to:

The R C Sherriff Trust
Hersham Technology Park
Office 25, CBS
2nd Floor
Molesey Rd
Hersham
Walton-on-Thames
Surrey KT12 4RZ

Tel: 01932 229996

email: arts@rcsherrifftrust.org.uk www.rcsherrifftrust.org.uk
Registered Charity No.272527

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Application Cover Sheet
To be completed and submitted with every grant application

Name of Applicant / Main Contact:	
Name of Organisation, School or College (if applicable):	
Address:	
Telephone Number:	
Email address (if checked regularly):	
Grant Category applied for: (please tick as appropriate)	Project <input type="checkbox"/> Underwriting <input type="checkbox"/> Individual <input type="checkbox"/> Capital <input type="checkbox"/>
Amount Sought:	£ _____
If successful, to whom should the cheque be made payable?	

I/We* confirm that this application presents accurate details of my/our* future plans. I/We* have read the conditions of the R C Sherriff Trust and agree to abide by them and the decision of the Board of Trustees.

Signed: _____ Dated: _____

PRINT NAME: _____

Position within organisation (if appropriate): _____

Address and telephone number (if different from above):

**Delete as appropriate*

Details of Individual/Organisations

To be completed in black ink or type and returned to the Director with the Cover Sheet

To be completed by Organisations

Organisations	
What year was your organisation founded?	
Is it formally constituted?	
Your registered charity number (if applicable):	
How many members does your organisation have?	
How many members are resident in Elmbridge?	
Aims and objectives of the organisation:	

To be completed by All Applicants

Name of the performance / event:

Please describe the above project/event which the grant will be used to support, including dates of when it will take place (continue on a separate sheet if required):

Which art form(s) does the project involve? (tick as appropriate):

Theatre Music Dance Film Crafts

Visual Arts Combined Arts Disability Arts Literary Arts

Youth Arts

Please state which of the Trust's aims this project supports (found on page 5 of the Grant Guidelines):

Please describe how the project will benefit you / your work / your artistic development, or that of the organisation you represent, and how it will benefit the residents of Elmbridge:

Attach additional sheets if necessary

Budget for Project Grant

To be completed by all Applicants for Project and Individual Grants

INCOME

Please adapt this budget to suit your application

Grants from Local Authorities, Arts Council, other Trusts & Foundations etc (please specify sources and amounts)	£
Sponsorship by businesses or individuals (please specify sources and amounts, including estimated value of any sponsorship in kind)	£
Estimated box office income (if applicable)	£
Estimated bar/catering income (if applicable)	£
Estimated sales income from books, art works etc (if applicable) <i>Please attach a breakdown of these estimates e.g. number of tickets at the relevant prices per night, number of pictures sold at average price etc.</i>	£
Other areas of income (please specify sources and amounts)	£
TOTAL INCOME	£

EXPENDITURE

Artists fees / cost of equipment (if applicable)

£

Venue hire (if applicable)

£

Transport hire (if applicable)

£

Materials (please specify)

£

Administration	£
Marketing costs	£
Telephone / stationery / postage	£
Other (please specify)	£
TOTAL EXPENDITURE	£
Amount you are seeking from the Trust	£

Budget for Underwriting Grants

To be completed by all Applicants for Underwriting Grants

INCOME

Please adapt this budget to suit your application

Grants from Local Authorities, Arts Council, other Trusts & Foundations etc. (please specify sources and amounts)	£
Sponsorship by businesses or individuals (please specify sources and amounts, including estimated value of any sponsorship in kind)	£
Maximum achievable box office	£
Minimum estimated box office	£
Estimated bar / catering (if applicable)	£
Other areas of income (please specify sources and amounts)	£
Total Maximum Estimated Income (inc. Max box office & other areas of income) A	£
Total Minimum Estimated Income (inc. Min box office & other areas of income) B	£

EXPENDITURE	
Artists fees / cost of equipment (if applicable)	£
Venue hire (if applicable)	£
Transport hire (if applicable)	£
Materials (please specify)	£
Administration	£
Marketing costs	£
Telephone / stationery / postage	£
Other (please specify)	£
TOTAL EXPENDITURE C	£
Maximum amount you are seeking from the Trust (Total Expenditure (C) minus Total Minimum Estimated Income (B))	£

Budget for Capital Grants

Grants from Local Authorities, Arts Council, other Trusts & Foundations etc. (If any, please specify sources and amounts)	£
Sponsorship by businesses or individuals (If any, please specify sources and amounts, including estimated value of any sponsorship in kind)	£
Other areas of income (please specify sources and amounts)	£
CAPITAL PROJECT COST (Please include details of each Estimate)	
Estimate #1	£
Estimate #2	£
Estimate #3	£
Amount you are seeking from the Trust	£