

**Kent & Medway  
Rural Access to Services Programme  
Community Transport Sustainability Grant  
Application Form**

Before completing this form please refer to application information

This form is available in hard copy or electronically

Project Title:

Name of Applicant Group:

Your Name:

Your Address:

Telephone:

Email :

Your position in applicant group:

Describe the aims of your project:

Why is this project needed? Please include evidence such as needs assessments, letters of support, community consultation etc.:

Describe the individuals/groups that will benefit with numbers if possible:

How will these people benefit?:

What will make your project a success - what targets/objectives do you hope to meet over the life of the project?:

How will you monitor and record your progress?:

Project start date:

I hereby verify that I comply with all relevant legislative requirements (ie: licensing, health and safety, first aid and Disability Discrimination Act):

Yes

No

This application is in respect of: <i>(delete as appropriate)</i>	A new project An extension to an existing project Continuation of an existing project
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Has your project been refused funding from any other source? Please give details:

What are the impacts on the project if a grant is not received?  
The project will be delayed  The project will not go ahead  The project will be reduced   
Any other comments?

If the project is to continue how will it be funded once any grant is exhausted?:

What risks are there to the organisation and to its beneficiaries by undertaking this project? How will you address these risks and what measures will you take?

Total project cost	£
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Breakdown of project costs:	
Description	Amount
.....	£
.....	£
.....	£
.....	£

Total grant request:	£
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Please outline how you intend using any grant awarded. Indicate if the grant is required for capital expenditure or to support revenue costs:

Where will the remainder of your project funding come from?

Source	Value	Cash or in kind	Confirmed
.....	.....	.....	Yes/No
.....	.....	.....	Yes/No
.....	.....	.....	Yes/No

Do you agree to comply with programme requirements in terms of project promotion and publicity?

All promotional materials and websites must contain in a prominent position reference to the project and must carry logos from the Task & Finish Group (SEEDA, Kent County Council, Action with Communities in Rural Kent, KARR, Church in Society, and Medway Council) and the strap line "The Rural Access to Services Programme is funded by SEEDA and Kent County Council in partnership with Action with Communities in Rural Kent, Medway Council, Church in Society and Tunbridge Wells Borough Council and Thanet District Council representing Kent District Councils"

Yes  No

Please ensure the following documentation is included in your application:

- Constitution, or if a registered charity confirmation of the cc number of the applicant group
- Copy of most recent Annual Accounts of applicant group if applicable
- Copy of latest bank or building society statement if applicable
- 2 supporting letters

If the project is awarded a grant, the group will as a condition of the award accept the offer with stated conditions within one month of the date of the offer letter.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

### THANK YOU FOR YOUR APPLICATION

Return to:

Nigel Whitburn, Community Development Manager  
Action with Communities in Rural Kent, The Old Granary, Penstock Hall Farm, Canterbury Road  
East Brabourne, Kent, TN25 5LL

Tel: 01303 813790

Email: [nigel.whitburn@ruralkent.org.uk](mailto:nigel.whitburn@ruralkent.org.uk)

#### For Office Use Only

Received:  
To steering group:  
Applicant informed:

Initial assessment:  
Decision and date:  
First review date:



The Rural Access to Services Programme is funded by SEEDA and Kent County Council in partnership with Action with Communities in Rural Kent, Medway Council, Church in Society and Tunbridge Wells Borough Council and Thanet District Council representing Kent District Councils