

**Creative Space Application Form**

Please read the terms and conditions set out below before completing this application. Your application cannot be considered unless all the information requested is provided.

Application for match funding.

Organisation applying.

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| --- |
| (Insert above the name of group/organisation applying for funding.  Please note that the group/organisation must operate within Mossley and benefit Mossley residents and that the premises must be based in Mossley)) |

Address of premises/accommodation to be used:

|  |
| --- |
|  |

Name of organisation providing accommodation

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| --- |
|  |

Please tell us below what your organisation does.

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Briefly describe how the assistance provided by the Council will help your group/organisation develop.

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Total amount of cost to be charged

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| --- |
|  |

What are the barriers to becoming established?

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Where are you advertising your group?

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What are your long-term aspirations?

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How much time do you think you require to become properly established?

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How much time do you need as part of this scheme to achieve this start?

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What is the cost /hour?

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|  |

I am attaching evidence that the organisation applying here or the accommodation provider agrees to meet 50% of the cost. (Please note that your application will not be considered without this information)

Declaration

I hereby declare that the information given in this application and any supplementary documentation is, to the best of my knowledge and belief, true and correct.

Signature

Name

Position

Organisation

Date

|  |  |
| --- | --- |
| Address: |  |
| Telephone: |  |
| Email: |  |

Bank Details: If funding is allocated, the amount will be transferred to your bank by BACS.

Please provide details of the account to which the funding should be transferred.

Bank Address

|  |  |
| --- | --- |
| Bank Name |  |
| Account Name |  |
| Account Number |  |
| Sort Code |  |

Terms and conditions

Mossley Town Council has introduced measures to encourage the development or expansion of creative groups in the town, and in particular new start up groups.

The Council hopes to achieve this by offering support in the early-stage development of creative groups by sponsoring space in community venues.

The Council understands that finance for accommodation for new groups can be an impediment to development and the procedure is being introduced on a trial basis to assist groups in their initial stages.

The Council will allocate funds to enable a contribution of 50% towards the accommodation costs of newly formed groups or those who exist and are struggling provided they can demonstrate a real probability that with some help they can develop into a more sustainable entity.

In order to qualify for funding from the Council, a group or organisation must provide evidence to demonstrate that the accommodation provider is willing to meet the remaining 50% of the accommodation cost borne by the organisation and that they meet the criteria above.

Applications for funding will be determined by the Clerk in consultation with the Chair and another elected member.

The decision of the Town Council is final and no correspondence will be entered into in respect of applications which are refused.

If you require further assistance, please contact the Clerk to the Town Council by email at:

[theclerk@mossley-council.co.uk](mailto:theclerk@mossley-council.co.uk)

You will be asked to provide some information on the project to help us evaluate and possibly continue the initiative.

Example.

Group A has met a few times, but feel that they need an identified venue to attract more people. They discuss their needs with venue X and think they need 15 hours over 10 weeks. The normal cost of the room is £10/hour, therefore £150. The venue offers to provide half the time for free on the basis that they will be a long term base for the group.

The group and the venue agree the project and apply to the Town Council in the form for £75. If approved the venue invoices the Council directly for the approved amount.