



# THE GOWER SOCIETY

(Registered Charity No. 1172919)

## GRANT APPLICATION FORM

Grant No. ....

Date Received .....

*To be completed by Gower Society*

Please complete in type or clearly handwritten.

Please provide any additional information you wish the Society to consider on your own additional documents and note that you have done so in a relevant box below.

1. Title of Work / Project:

2. Briefly describe the Work / Project, including its main objective(s):

*If you wish to provide additional information such as photographs, drawings or plans, please send separately.*

3. Location of project *please give precise details including grid reference if possible:*

4. Please explain why you consider that the work complies with the criteria as set out in the Information on Grants.

5. Is the applicant an  individual, or an  organisation?

Full name and address of the individual or organisation:

6. If an organisation:

Who is the representative authorised to deal with the application?

In what capacity?

Are you V.A.T. registered?


*N.B. If the organisation is a Club or other unincorporated association, copies of the Constitution of the Club and names of the Trustees may be required. Copies of Accounts of the organisation or Limited Company may also be required.*

7. If the application involves property, who is the owner of the freehold and /or leasehold interest in the property?

8. If the applicant is the leaseholder, please state the length of the lease remaining, or any relevant terms of the lease. *A copy of the lease may be required, together with confirmation of freeholder's consent where relevant. [N.B. If there is only a short term on the lease outstanding, or there is insufficient security, the Society may feel it inappropriate to assist with grant aid].*

9. Total estimated cost of Work/Project, plus VAT, if applicable

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10. Is any VAT recoverable?

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11. Amount sought from the Gower Society

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12. Please supply copies of two quotations, invoices, or other estimated costs and schedule below.

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13. If different elements / stages of the work / project can be identified, please list them below:

Stage / element	Time period	£ Cost

14. Have other funding sources been approached? Please give full details below:

To whom	Amount requested	Amount granted

15. Please state how you intend to fund any shortfall between total costs and grant(s) received.

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16. Are you likely to require payment in advance or stage payments as work progresses? If so, please explain why and supply details. *(Please see note 3 on the Grant Information Sheet)*

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17.	Expected start date:	
18.	Expected completion date:	

19. If the project involves building or engineering work, who will inspect the work and confirm satisfactory completion?

20. If a grant is awarded, how would you propose to recognise and publicise The Gower Society's support? (e.g. credits within documents or the provision of a suitable and permanent plaque on site or some other permanent and visible record of the Society's contribution, etc.)

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**I am the Authorised Person and herewith apply for a grant of £ .....**

Signature: ..... Date: .....

Name: ..... Position: .....

Address: .....

..... Post code : .....

Telephone No(s) ..... E-mail address: .....

*Please return the completed form to the Grants Administrator, electronically or by post:*

Sarah Samuel  
 36 Burrows Close  
 Pennard  
 Swansea SA3 2AH

email: [gowsocsecretary@gmail.com](mailto:gowsocsecretary@gmail.com)

**THE GOWER SOCIETY**  
**Registered Charity No. 1172919**  
**INFORMATION ON GRANTS**

**Introduction**

The Society may award grants towards preserving or improving the natural and built environment of the Lordship of Gower or which support the cultural and social life of the Gower community. The Lordship includes not just the Gower Peninsula but also the western part of the City of Swansea and lower Swansea Valley.

Applications for grants up to £4,000 (exceptionally up to £10,000) are assessed by the Rural Communities Subcommittee. Larger sums are sometimes considered but these are usually for projects initiated and overseen by the Society, sometimes in partnership with an applicant. These larger projects are assessed by a separate Projects Subcommittee, but the application form is common to both.

If a grant is awarded you will be required to publicise the support given by the Society.

**Criteria**

Awards are made dependant on the quality and relevance of the application and the availability of grant funds.

Applications should be guided by the following criteria which correspond to the objectives of the Gower Society

- Conserve and enhance the natural beauty of Gower
- Protect and preserve Gower's historic buildings, vernacular architecture and man-made landscape
- Encourage residents and visitors to appreciate Gower and its heritage
- Promote study and recording of Gower's antiquities, traditions natural history and geography
- Preserve and protect rights of way and access to Gower's open spaces
- Support the social, cultural and farming fabric of the Gower community

The work for which the grant is awarded will have the preferred aims of providing a lasting legacy and will seek to employ local businesses, labour and materials wherever possible.

**General**

Applicants are welcome to attach additional information to the application form but should complete all sections before returning it to the Grants Administrator.

Please note that grants are not normally available for the support of running costs, routine maintenance or staff wages and salaries, nor are they awarded retrospectively. Grants can be made for buying, maintaining or refurbishing property or equipment within the aims set out above. In the case of property, conditions may be imposed should the property be re-sold, and the Society may wish to take out a Charge on the property to secure any repayment of the grant.

Applicants are advised to apply for additional or match funds from other sources.

## Conditions

1. If an application is approved, grant monies will only be paid once the following conditions have been met:
  - The work has been carried out, or expenditure incurred, within one year of the grant being approved
  - Supporting invoices provided along with a signed Confirmation of Satisfactory Completion of Work
  - Site visit examination of the work by the Society, if appropriate
  - Any other conditions specific to that application
2. The Gower Society Grant Approval Form may be shown to the applicants Bank or other source of funding, or to a contractor indicating that the grant will be available pending satisfactory completion and in accordance with the terms of the grant approval.
3. If there is due cause and reason, the Society may give grant aid before the work has been carried out or the cost incurred, but the Society will need justification of such requirement. In any event, if money is paid in advance, the Society will require that the grant be expended solely for the purpose for which the grant was approved. If such works have not been carried out within the year, the Society may require repayment of the grant.
4. If the purpose or object for which the grant was approved ceases to exist within five years of the award being made, repayment of the grant may be required. (In the case of a 'one off event or a short-term project, this may not apply — please ensure that the nature of the request is made clear on the application form).
5. If ownership of any building, property or object upon which grant money has been expended by way of repair, restoration or improvement, is sold or changes hands within ten years from the date of the award, repayment of the grant may be required. To secure such compliance, the Society may require that a Legal Charge be entered into by the applicant on the security of the property. Further negotiations will have to be entered into with the Society in these cases.
6. When applying, the applicant should produce photographs, reports or other evidence of the present state of the property or work for which grant is required (if appropriate). Representatives from the Society may wish to inspect the proposed work and offer advice before the application is considered.
7. The applicant may be required to supply further photographs or reports when the work is completed and again twelve months after the grant money has been paid to show how the project has progressed.
8. The applicant may also be required to enter into a covenant to continue to keep the object of the grant in good repair and well maintained for such period as the Society feels appropriate. For example, if a grant is given for the digging of a pond or the planting of trees, then it will be expected that the applicant will continue to maintain the pond and look after the trees. If the Society feels that there has been neglect by the applicant in management or maintenance of the work for which the grant was given, the Society reserves the right to require repayment of the grant.

9. The Society, through its Executive Members, may from time to time contact the applicant after the payment of the grant to make an appointment to view the work and to report back to the Society. The applicant will be expected to give full access for such inspection, on request, by any duly appointed committee member,

**If an applicant has any queries it is best to make a telephone call to the Grants Administrator, or write a letter describing the proposals, before making a formal application but prospects of success will not be given in advance of the application.**