

## APPLICATION FORM FOR ORGANISATION/GROUP

Lower Hope  
Ullingswick  
Hereford  
Herefordshire HR1 3JF  
01432 820557  
[admin@csrcharity.com](mailto:admin@csrcharity.com)



Registered Charity. No. 327155

<i>Official use only</i>
<b>CSRC</b>
Date rec'd
Acknowledged
Result
Notified on

In the first instance, please complete this form **after reading the Guidelines** shown on our website [www.csrcharity.com](http://www.csrcharity.com) and return by email [admin@csrcharity.com](mailto:admin@csrcharity.com) or post to:-  
**The Clive and Sylvia Richards Charity, Lower Hope, Ullingswick, Hereford, Herefordshire HR1 3JF**  
We will acknowledge receipt. Please **do not** enclose/attach any further documentation or brochures.

Name of Group/Organisation \_\_\_\_\_

Address \_\_\_\_\_

Email address \_\_\_\_\_ Telephone No \_\_\_\_\_

Name of Contact \_\_\_\_\_ Job Title \_\_\_\_\_

Address for Contact \_\_\_\_\_

Email address \_\_\_\_\_ Telephone No \_\_\_\_\_

Brief project details:  
Please include if this is  
to benefit children,  
education, health, sport  
etc and when it is likely  
to be completed

--

Total cost of the project: Currency: \_\_\_\_\_ Amount \_\_\_\_\_

Exclude VAT if applicable and state VAT registration number: \_\_\_\_\_

Total fundraising to date: Currency: \_\_\_\_\_ Amount \_\_\_\_\_

Balance to raise Currency: \_\_\_\_\_ Amount \_\_\_\_\_

Details of where funds are from:  
e.g. own fundraising, donations  
from other charities (include the  
individual amounts)

--

Amount now requested: Currency: \_\_\_\_\_ Amount \_\_\_\_\_

Please note the CSRC **prefer not** to be the main funder/supporter for any application

## APPLICATION FORM FOR ORGANISATION/GROUP

Application to the Clive and Sylvia Richards Charity [continued](#) - Name \_\_\_\_\_

Page 2

Have you received any funding (in full or part) from any Local Authority or Government including Lottery monies in the last 5 years? \_\_\_\_\_

If yes, give details:

Do you have a deadline?

If yes, please give details

Do you have full audited accounts for the last 3 years?:

\_\_\_\_\_

Do you have formal quotations to support any works?:

\_\_\_\_\_

Are you a registered Charity? If so please give charity number:

\_\_\_\_\_

Please give details of any other information which you think would be helpful to the Trustees

Date of Application:

\_\_\_\_\_

Print name:

\_\_\_\_\_

Job Title:

\_\_\_\_\_

If you are successful in your application to whom should any cheque be made payable to?

This application will initially be considered within 1-2 months of receipt. If the Trustees wish to see additional information and documentation to further your request for funding, you will be contacted by email or post requesting details. Please do not contact the charity for updates after submitting this form.