

OFFICE USE

GRANT NUMBER:

[Empty box for Grant Number]

DATE RECEIVED STAMP

Clubs and Societies Grant / Loan Form 2016/17

STUDENTS' REPRESENTATIVE COUNCIL
UNIVERSITY OF GLASGOW



Please note – ONE GRANT APPLICATION FORM PER CLAIM.
There is **no limit** on the amount of applications you may submit each year. However, no applications will be considered after **9th June 2016**. Please fill in this for in **BLOCK CAPITALS**

Basic Information

Club/Society

Name:.....

Email:..... Membership Numbers.....

Contact (must be a named representative)

Name:.....

Matric no:..... Email.....

Telephone:.....

What kind of application is this (please tick) GRANT [] LOAN []

Bank Details

Please provide a recent bank statement (no older than 2 months).

Name and Address of bank

.....
.....

Account Name (must be a treasurers account)

Account Number _____

Sort Code _____

Overview

Please provide a background of the project planned, including any dates, times and locations. (please continue on an extra sheet if required)

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Support and Services

Please give details of whether you have considered using any SRC services for this project.

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Project Objectives and Planned Outcomes

Please describe who and how your membership will benefit from this project

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.....

Costs and Funding

Event Name/Item

Total Cost (£)

Club/Society Contribution (£)

Grant requested from SRC (£)

Minimum grant required for the project to go ahead (£).....

If you are applying for more than £200 the committee will invite you to an informal discussion to find out more about your application.

Breakdown in Costs, Please attach any quotes you have

Item	(£)

Fundraising

Please give a brief overview of the fundraising that you have already done or plan to do, please also include any cost you would recoup during the project, e.g ticket sales.

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Declaration

I confirm that this Club/Society wishes to receive SRC funding for the activities/items outlined above only.

I confirm that all information contained throughout this application is to the best of my knowledge, complete and accurate.

I acknowledge that if this grant is awarded I must provide original receipts or invoices by the **30th of June 2016** in order to receive the funding. Grants should be claimed within six weeks of award or event award was made for.

Signed.....Position..... Date.....

FOR OFFICE USE ONLY

Form checked by.....

Date Submitted

Affiliated yes / no / pending

Declaration signed yes / no

Bank Statement (2 months) yes / no

Break down of costs listed yes / no

Member numbers included yes / no

Stamped Date on front of form

Put application in clubs and socs box

Please return this form to the SRC Welcome Point.

If you have any queries, need advice or help filling in this form please contact the SRC by phoning 0141 330 5360, emailing clubsandsocs@src.gla.ac.uk or visit us at the McIntyre Building, University Avenue. The C&S Handbook is available for download at <http://www.glasgowstudent.net/clubs/>