**SMALL GRANTS APPLICATION FORM**

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| --- | --- |
| **Name** | Enter name |
| **Organisation** | Enter organisation |
| **Job role / family member / AAC user** | Enter role |
| **Address** | Enter address |
| **Telephone number** | Enter telephone number |
| **Email address** | Enter email address |
| **Website (if applicable)** | Enter website |

**What is the grant for?**

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| Enter a brief outline of what the small grant will be used for |

**How will the grant help?**

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| --- |
| Enter the population that will benefit |

**When and where will the grant be used?**

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| Enter date/location as relevant |

**How much are you asking for (up to a maximum of £200)?**

In many cases a small grant will not cover all of the costs, so also tell us what you think your total costs will be and how this will be covered.

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| Enter a breakdown of costs |

**Do you agree to provide these?**

If your application for a small grant is successful, we will ask you to provide feedback in the form of a short report for the CM Journal (perhaps including a photo) to describe how the grant has helped you. We will also request receipts / proof of expenditure.We expect you to provide these within one month of you using the small grant.

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| Enter yes/no |

**Please email this form to admin@communicationmatters.org.uk. The small grants committee will consider your application and respond within one month.**

**FOR CM TRUSTEES ONLY:**

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| Application considered by: Application approved/rejected: Date:Any comments: |