

# GRANT APPLICATION

**Date:** .....

**Ref:** GA /08

**To:** ASSISTANCE ABROAD COMMITTEE

**Beneficiary (Name & Address):**

.....  
.....  
.....

**Amount Requested:** .....

**Project/Purpose:**

.....  
.....

**Recommended/supported by:**

.....

**Approved:** ..... [meeting date]

.....  
**AAC Coordinator**

.....  
**Parish Priest**

*For office use only:*

**Treasurer & Bookkeeper:**

Please transfer the sum of ..... to:

**Account Name** .....

**Address** .....

.....  
.....

**Account Number** .....

**Name & Address of Bank** .....

.....

.....

**Quote reference** .....

**IBAN NUMBER &/OR SWIFT NUMBER**.....

## **Information & Criteria Required for Grant Requests**

### **From the Beneficiary:**

- **Name and address**
- **Brief history/background of beneficiary**  
[If an organisation: its objectives, date founded, statutes, organisational structure and names of its chief officers/directors]
- **Brief history/background of project, if appropriate**
- **Amount requested**
- **Purpose of the grant**
- **New request or on-going**
- **Supporting local references, e.g. from Bishop**
- **Other donors**
- **Bank account details**

### **From the Applicant/Parishioner:**

- **Name and address**
- **Occupation**
- **How long in Parish**
- **Connection with the beneficiary**

### **Once funds disbursed:**

- **Acknowledgement of receipt of funds and confirmation of application of funds to the purpose approved**
- **If appropriate, yearly updates, photographs and other supporting documentation**