



Please find attached the Peacehaven Town Council Grant Application Form.

Before completing your application, please read the Grant Policy carefully to ensure you are eligible. If you have any questions, please contact the Town Council office—we are happy to help.

As the number of grant applications has increased in recent years, demand now exceeds the funding available. The Grants Sub-Committee must therefore carefully consider each application, taking into account the level of need and the number of Peacehaven residents who will benefit.

To help the committee assess your application, please complete the form fully and provide as much detail as possible.

Please ensure you:

✓ Clearly explain how your project benefits Peacehaven residents

Tell us how your project will support local people and estimate how many residents will benefit. This is an important part of the assessment process.

✓ Provide evidence of need

Include any supporting information that demonstrates why the funding is needed and how it will benefit your group or organisation.

✓ Submit a detailed and realistic budget

Please provide quotes or a breakdown of costs to support the amount requested. Grants can only be awarded if the full amount requested can be funded (excluding room hire), so accurate costings are essential.

If you are requesting free room hire, please specify the room required and how many hours per week, month or year you need it. This enables us to calculate the value of your request.

✓ Demonstrate good financial management

Please complete the financial information section at the end of the application form to help ensure all applications are assessed fairly.

✓ Include all required supporting documents

Quotes and cost breakdowns must be submitted with your application. Incomplete applications or those missing essential information cannot be considered.

Taking the time to provide a complete application will help us assess your request as quickly and fairly as possible. If you need any assistance, please contact the Town Council office.