

# 2023 Round 2 Grants Timetable and Checklist

## Timetable

2 February 2024 12noon	Closing date / time for completed applications
12 February 2024	Finance & Strategic Development Committee Meeting during which grant applications will be considered. (This meeting is open to the press and public to attend)

Please use the checklist below to make sure that you send all the documents needed in order for the committee to consider your application.

## Checklist

- Application fully completed on official application form - Make sure you have included the total cost of the project and how much grant you are applying for.
- Copy of most recent audited or certified accounts including the balance sheet
- Copy of the organisation's constitution or rules
- Project Plan – or evidence of the planning process and any timescales
- Costings for the project