



REQUEST FOR FUNDING FOR SPECIFIC PROJECT

FINANCIAL YEAR 2024 -2025

DATE: 2nd January 2025

TO: KENILWORTH TOWN COUNCIL / FINANCE & GENERAL SERVICES COMMITTEE.

Please read the Project Support Grant Criteria before completing this form

NAME / GROUP & MAIN CONTACT	Old Town Festival : Pete Hayes
PROJECT TITLE	Old Town Street Festival
TOTAL SUM REQUESTED	£2,500 (Including VAT)
COSTING OF PROJECT WITH FULL DETAILED BREAKDOWN	In annual Street Festival on the High Street has previously used “bio-degradable” plastic glasses for the serving of drinks. Due to it being almost impossible to sort these and the fact that unfortunately they inevitably go to land fill. As part of the pledge for Kenilworth to become “Plastic Free” then we would like to purchase reusable plastic glasses which are returnable and can be re-used many times. These “glasses” would then also be used at the Castlefest events to allow a significant reduction in the quantity of plastic used in Kenilworth. The cost listed will allow the purchase of 2,500 pint and 800 ½ pint printed glasses. My proposal would be to print the wording of Old Town Community Events Kindly supported by Kenilworth Town Council With our logos. The costing is for a single colour print so all work would need to be in black and white.
DETAILS OF OTHER SOURCES OF FUNDING APPLIED FOR AND NAMES OF PARTNER ORGANISATIONS IF PROJECT IS JOINT/ MULTI GROUPS AND DETAILS OF FUNDING SUPPORT REQUESTS MADE BY THEM	Kenilworth Lions (£900 for medical and traffic management) Numerous local businesses. (£4000 for the other event costs)
PLEASE CONFIRM THAT YOU HAVE ENCLOSED YOUR MOST RECENT AUDITED BALANCE SHEET OR EQUIVALENT.	Attached (not audited)

TIMESCALE / DATE OF EVENT	Sunday 24th August 2025
NUMBER OF KENILWORTH RESIDENTS TO BENEFIT	Last year saw in the region of 800 people attend the event through the day
OTHER INFORMATION IN SUPPORT OF THE APPLICATION	
These glasses should have a lifespan of approximately 5 years. It is our intention to charge a £1 non-returnable deposit for each glass which would then fund the ongoing replacement costs for any damaged or lost glasses for future years. Continue overleaf if required.	

Data Protection Statement

The information which you give when completing your application form will be used in accordance with the Data Protection Act 1998 and for the following purposes: to enable the organisation to create an electronic and paper record of your application; to enable the application to be processed; to enable the organisation to compile statistics, or to assist other organisations to do so, provided that no statistical information that would identify you as an individual will be published. The information will be kept securely, and will be kept no longer than necessary.

PLEASE RETURN THE COMPLETED FORM AND ENCLOSURES TO

**THE TOWN CLERK
KENILWORTH TOWN COUNCIL**

VIA EMAIL TO kentc@kenilworth.org

On your covering email – please confirm the following

Name and contact email and daytime telephone number.

Bank details – name and address of payee, bank sort code and account number