Grants Fund

Gosport Voluntary Action

Martin Snape House, 96 Pavilion Way

Gosport PO12 1FG

Phone 02392 583 836

Email grants@gva.org.uk



Payment Request

|  |  |
| --- | --- |
| Date of request |  |
| Name of organisation1 |  |
| Name of contact |  |
| Email address |  |
| Phone number |  |
| Project start and end dates |  |
| Total Amount of CIL funding granted |  |
| Amount of funding requested and spent so far |  |
| Amount of funding requested (up to £5,000 or invoice amount if >£5,000)2 |  |

|  |  |
| --- | --- |
| What has the funding delivered so far? Please provide evidence where possible (photos, receipts etc) |  |
| Is the project currently on track with regard to budget and time? |  |
| What will the requested funding be used to deliver? |  |
| Do you give permission for us to share your project update report and photos via our website and social media? | Yes  No |

Please email your completed report, together with up to good quality photos (where possible), to [grants@gva.org.uk](mailto:office@gva.org.uk) or post to Community Engagement Team, Gosport Voluntary Action, Martin Snape House, 96 Pavilion Way, Gosport PO12 1FG.

Notes

1. All payments will be made by Gosport Borough Council directly to the organisation awarded the CIL Neighbourhood Grant.
2. Funding can be requested up to £5,000. If funding is requested to pay invoices of is greater than £5,000 please supply copies of invoices with this payment request.