

# Arts committee

# grant Application Form for smaller initiatives (Under £500)

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| **Name of applicant** |  |
| **Name of School, Function, Club or Society** |  |

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| **Name of initiative** |  |
| **Brief description of initiative and when it will take place** (Max 500 words) | |

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| **Who will be involved in delivering the initiative?** including number of staff and students  (max 100 words) |  |

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| **Who is your intended audience and how will you market your initiative to this audience?** (Max 150 words) |

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| **How does the initiative support and benefit arts at the University of Reading?** (Max 150 words) |

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| **Project and account number to which the award can be paid:**  **(Please talk to a colleague in your department if you do not have a project code)** |  |
| **Name and email address of School, Function or RUSU Accounts Contact:** |  |

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| **Expenditure (breakdown of total proposed expenditure):** | |
| Description of Expenditure |  |
| **Total expected expenditure** | **£** |

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| **Income (breakdown of total expected income):** | |
| Ticket/Publication/Refreshment Sales |  |
| Grants/match funding received or pledged (excluding Arts Committee) |  |
| Sponsorship/Crowdfunding income |  |
| Other fundraising income |  |
| **Total expected income** | **£** |

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| **How much funding are you seeking from the Arts Committee?** | **£** |

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| Please note that the Arts Committee will be awarding its budget for 23/24 and therefore all funds considered would need to be incurred prior to the end of the financial year (31 July 2024). Should this not be the case, please detail this here. |  |

**Please submit to Rachel Goodwin, Secretary to the Arts Committee via email at** [**r.goodwin2@reading.ac.uk**](mailto:r.goodwin2@reading.ac.uk)