



WITNEY TOWN COUNCIL

Grant-aid to Local Organisations APPLICATION FORM

(PLEASE COMPLETE THE FORM IN BLOCK CAPITALS)

(1) Your Organisation			
Name of Organisation		OCVA	
Registered Address*		The Old Courthouse, Floyd's Row, Oxford	
Post Code	OX1 1SS	Tel No.	01865 251946
Contact Name		Francesca Hockham	
Position in Organisation (i.e. Chairman, Treasurer, Secretary)		Community Development Officer	
Registered Charity	YES/NO	Registration No.	1108504
<i>What are the activities and/or aims of the organisation:</i> OCVA is a local infrastructure organisation supporting charities, community groups and voluntary organisations in Oxfordshire. We aim to enable a diverse voluntary and community sector to flourish. We do this by providing advice, information and training, acting as advocates and representatives, and building partnerships.			
(2) Membership			
How many members do you have?		Our membership year runs from April – March each year. We have 176 members currently, but you do not need to be a member to access our support or attend the funding surgery that we are applying for funding for.	
Approximately how many of your members live in Witney?		It is difficult to provide an exact figure. Some of our members are county-wide charities that support people in Witney, despite not being based there. Attendance at the funding surgery is also open to non-members, so our membership data does not fully reflect the number of Witney organisations and residents who may benefit from the funding.	
Is membership restricted in any way?		Anyone can be a member of OCVA and membership gives you access to additional benefits such as discounts on training and free funding searches, but we offer a range of free support to any organisation that supports residents and communities in Oxfordshire.	
What is your annual subscription, if any?		We have different levels of membership – full details of our membership can be found here: https://ocva.org.uk/membership/benefits/	
Are you affiliated to a national organisation? If so, which one?		N/A	
Local venue/meeting place		N/A	

(3) Grants	
Purpose for which the grant is required: To cover the cost of the Corn Exchange room hire for a Funding Surgery on the 15 th October 2026 aimed at charities, community groups and voluntary organisations in the west of the county.	
Amount of grant applied for	£147
Has your organisation previously applied to the Town Council for a grant? YES/NO	
If YES please give details	I believe we have previously received a grant to cover the cost of the room hire for the funding surgery on the 3 rd September 2025.
Have you applied for a grant to any other body or organisation? YES/NO	
If YES please give details	We have not applied to any other organisation for a grant to cover this event.
(4) Financial	
<i>Please enclose a copy of your latest audited accounts, a financial projection for the period following the balance sheet or a Business Plan if a new organisation.</i>	
Annual accounts attached	
(5) Fundraising	
What fundraising events or activities will your organisation be holding this year?	
Our work is funded through grants and contracts. We do not hold fundraising events or undertake other public fundraising activities.	
(6) General	
Recipients of a grant from the Town Council should acknowledge the fact on all relevant literature.	
Please provide or attach any additional information which may assist the Council in reaching its decision.	
<i>I certify that the above information is true to the best of my knowledge and belief, and that I am authorised to make this application for Grant-aid.</i>	
Signed: F. Hockham	Date: 20/07/2026

Please return your completed application form to the address overleaf, for the attention of the TOWN CLERK

For office use only:			
Acknowledged		Previously Applied	
Grant Aid Awarded/Amount	Y / N	Chq No.	