

Compton Dando Parish Council

Parish Council Grant Application Form

A: APPLICATION SUMMARY

Name of Organisation:

Please note this should be: Name of person/organisation cheques should be made payable to:

Address of Organisation:

Name of contact:

Telephone:

Address of contact (if different from above):

Email:

Reason for application – brief project/event/item description:

How much is requested from the Parish Council?

£

Total project/event/item cost (if applicable)

£

Declaration:

I hereby declare that I have the authority to submit this application on behalf of the organisation detailed above .

Signed

Date.....

Name (Block capitals)

Status (e.g. Chairperson, Secretary)

Please note: the information provided on this application will be held on a database and used to provide information to members of the Parish Council.

B: THE ORGANISATION

If your organisation is a club with membership, please provide the following details:

Membership:

Number of adult members: Number of junior members:

Does the club charge for membership? Yes: No:

If yes, please supply details of the membership scheme and charges applicable:

What is the main purpose of your organisation?
What activities are available for members?
Is the club restricted in any way? If yes, please provide details:
Is your club/body affiliated to any national or local organisation e.g. Sports Council? If yes, please provide details:

C: PROJECT/EVENT PLANNING:

1. Date that you propose to commence the project or hold the event:
2. What is the purposed duration of the project/event?
3. If the project is land or property related, what is the nature of the interest to be acquired or already held? (If leasehold, please give the length of the lease and date of termination)

4. Is planning consent required? Yes No:

If yes, what is the status of your application?

Not yet submitted: submitted but not determined Granted:

If planning consent has been granted

Are any conditions attached? Yes: No:

If yes, please provide details:

5. Is your building listed? Yes: No:

If yes, have you received the appropriate building consent?

Yes: No:

D: FINANCIAL DETAILS

Estimated total cost: £

Please detail the components of your project/event/item(s) i.e. your budget or costings (submit on a separate sheet if necessary)

Expenditure	£
Total	

Contribution from National Lottery:

Arts	£
Heritage	£
Sports	£
Charities	£
Millennium	£

TOTAL NATIONAL LOTTERY	£
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(i) Contribution from other organisations – please specify

TOTAL OTHER ORGANISATIONS	
(i) Contribution from fund raising events	£
(ii) Contribution from your own resources	£
TOTAL	£

1. Is your organisation registered for VAT? Yes: No:

2. Does the estimated total cost of the project/event /item include payments in kind? E.g. free labour, materials etc? If yes, please provide details below i.e. assumed number of hours x hourly rates etc.

Total value assumed £

(All applicants to complete – please continue on a separate sheet if necessary)

E: CERTIFICATION

I certify that the above information and the contents of the attached documents are correct at the time of applying. I understand that if any of the information is subsequently found to be incorrect this may lead to the organisation being disqualified from consideration and/or the withdrawal of any grant awarded. I agree to my organisation being bound by the eligibility criteria and any conditions set by the Parish Council.

SIGNED: **DATED:**

Remember that completed applications and supporting information must be received by the Compton Dando Parish Council no later than 31st March 2022

Please return your completed form and supporting documents to:

Susan Smith
 Parish Clerk
 28 Kenilworth Drive, Willsbridge, Bristol BS30 6UP
 Email: comptondando-parishcouncil@outlook.com

Application Checklist

The following check list may assist you in completing your Grant Application Form. Applicants are advised to read through the list below before submitting their completed forms.

- Have you completed **ALL** sections of the form?
(If you are unable to complete any part of the form, please indicate why or write 'not applicable' where appropriate).
- Does your application set out how you meet the requirements of the 'eligibility criteria'?
- Have you signed the declaration and certification on pages 1 and 4 of your application form to certify that all the details are correct?
- Does your application explain how Parish residents would benefit from any grant awarded to your organisation?
- Is your grant application within the £1,000 limit?

Please return your form as soon as possible with any supporting documents- late applications will not be considered.