

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 proposed 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	£

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.