

SUTTERTON PARISH COUNCIL GRANTS APPLICATION FORM

Your Organisation:	
Date of Request:	
Organisation Name:	
Organisation Address:	
Description of organisation activities, please identify your aims and objectives:	
How long has your organisation been in existence?	

Applicant Details:	
Title:	
Name:	
Position held in organisation:	
Contact Address:	
Tel No:	
E-mail Address:	
Preferred Method of Contact:	

Your Application:	
Give a brief description of the project or scheme for which the grant is intended:	

How and who will benefit from the proposed project or scheme:

What is the age range that will benefit from the proposed project or scheme:

Total cost of the project or scheme:

How much are you applying for:

Please provide a breakdown of expenditure for which this money is being applied for. This must include evidence of the likely cost of all items of expenditure including labour where applicable. For amounts over £500, please supply two tenders if the work involves Contractors/Tradesman.

Item	Description (additional information)	Cost

Have you made any grant applications to any other body for grant aid for this project?
Yes: (please provide details below) No:

Name of organisation applied to	Amount applied for	Date of Application	Amount Received

If you have received any other source of funding not specified above, please provide details:

Previous Applications:

Has your organisation previously applied for a grant from this Parish Council?

Yes: (please provide details below)

No:

Current Fund-Raising Activities:

Please continue on a separate sheet if required

Additional Information and Supporting Statement:

Please continue on a separate sheet if required

Organisational Finances:

All applications must be accompanied with the following financial information. If you do not supply this information your application will not be processed.

- A copy of your latest approved statement of income and expenditure and last audited accounts
- A photocopy of your latest bank statements
- A statement of the organisations or group capital assets, if any
- To be made available on request – a copy of your organisational constitution

The council may request additional information depending on the project and the amount of grant requested

Declaration

I, the named person below can confirm the information provided in this document is accurate at the time of completion and all supporting documentation is enclosed. I confirm any subsequent information that may support this application will be submitted prior to the next full council meeting.

Name:	
Signature:	
Position held in organisation:	
Date:	

For Parish Council Use:

Date received:

Grant Awarded:

Grant Amount:

Date: