

Hopesay Parish Council Grant Application Form

The Parish Council welcomes applications from local groups. Small or informal local groups who may be unsure whether they are eligible for a grant are warmly encouraged to get in touch. **The Parish Council is keen to assist local projects and residents working to benefit the parish.**

Please read the Parish Council's policy and procedure for awarding grants before completing this form. You may use a continuation sheet where necessary. The Parish Council will pay particular attention to your description of how the grant will deliver clear and direct benefits to the parish.

Name of Organisation making the application	
<u>Bank account name</u> As it appears on statements	
Name and position/role of contact person	
Address, telephone number and email address of contact person	
What is the general aim of the organisation?	
Is the organisation a registered charity? If yes please provide number	
Amount of grant applied for:	
Please describe the project for which the grant is required. How will it directly benefit residents of this parish?	
If the total of the project is more than the grant how will the rest be financed?	

How much money have you raised so far for the project?	
Are you applying for funding from elsewhere for this project? If so, who from and how much?	
Have you been turned down by any other body for this project? If yes please give details	
How will you measure the success of your project?	
If this is not the first grant you have received from Hopesay Parish Council, please give a summary of what any previous grants have been used for.	

I CONFIRM THAT THE INFORMATION GIVEN ON THIS APPLICATION FORM IS CORRECT.

(PLEASE NOTE THAT IT IS A REQUIREMENT OF THE GRANT AWARD THAT A WRITTEN REPORT, OR ATTENDANCE AT A PARISH COUNCIL MEETING TO GIVE A VERBAL REPORT, IS SUBMITTED BY 1ST MARCH DETAILING PROJECT OUTCOMES AND HOW THE GRANT WAS USED.)

SIGNED PRINT NAME

DATE POSITION IN ORGANISATION

Please supply copies of your last year's accounts, and your latest bank statement. You may be asked for further documentation. Please contact the Clerk if you do not have any of these.

If your project involves getting in quotes/tenders, we might ask you to provide evidence (such as quotations) that the process been competitive. Please contact the Clerk for further information.

If you are having difficulty with this form, have any questions, or think you might need to submit additional documentation, please do not hesitate to contact the parish clerk:

clerk@hopesayparishcouncil.org.uk

01588 660684