

# INKPEN PARISH COUNCIL

## Grant Application Form

Please complete all sections of the form in **BLACK** ink

### **A. YOUR DETAILS:**

1. Name of Organisation in Full:
2. Name and address of person making the application and to whom correspondence should be sent:
3. Daytime telephone number:
4. Email address:
5. Organisation name cheques should be made payable to:

### **B. YOUR ORGANISATION**

6. Registered Charity Number (where applicable):
7. Year the organisation was established:
8. What does your organisation do? Please give aims and objectives – if you have a constitution please attach.
9. What area is served by your organisation? Where do the members come from?
10. What is the total membership of your organisation?
11. How many members live in the Parish?

12. Please name the officers of your organisation.

Chairman:

Treasurer:

Secretary:

13. Please provide a set of your organisation's accounts with details of income and expenditure for the current year. If you have a large reserve please indicate why you are applying for funding.

**C. GRANT REQUEST/LOAN REQUEST**

14. How much grant are you asking for?

15. What is the total cost of the project?

16. What will you use the grant for?

17. How many people in the Parish do you estimate will benefit from the grant?

18. Have you applied for funds from other sources? YES/NO

If yes please give details of where and if the application was successful.

19. What fund raising efforts will your organisation be making?

20. Please indicate the age range of beneficiaries of any award –

Under 5 yrs

5-16yrs

16-25yrs

25-65yrs

65+ yrs

All of the above

**D. STATEMENT IN SUPPORT OF GRANT REQUEST**

**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:.....Date: .....

If successful the Parish Council will expect to be included in any publicity and its contribution noted. There will also be a condition attached to any grant awarded covering how to repay the grant should it not be used as per the application form, or if the event is cancelled. Acceptance of any funds will be deemed to be agreement of conditions attached.

*Inkpen Parish Council*