

LITTLE WENLOCK PARISH COUNCIL

GRANT APPLICATION

If you have any questions or need further assistance, please contact the Parish Clerk
(tel: 01746 785175 clerk@littlewenlock-pc.co.uk

Your application will be considered once a year in May

1. YOUR GROUP

a. The name of your group

.....

b. Approximately how long has your group been operating?

.....

c. Please give a brief description of your group's activities

.....

.....

.....

d. Website address (if you have one)

.....

e. The address of the premises where you meet

.....

.....

Telephone number.....

f. Approximately how many members/beneficiaries does your group have?

How many of them live within the Parish?.....

2. YOUR PEOPLE

a. Is your group run by a committee? Yes/No

If **Yes**, please supply the names of the officers

Chair..... Secretary.....

Treasurer.....

If **No**, please supply the names of the organisers with a brief description of their roles and responsibilities.

.....

.....

.....

b. Is your group supported by a statutory organisation? Yes/No

If **Yes**, please describe the nature of the support (staffing, finance etc)

.....

.....

c. Does your group have a constitution? Yes/No

(Please supply us with a copy, if you have not already done so)

d. Name and address of person to whom correspondence should be sent

.....

..... Telephone number.....
E-mail address

3. YOUR FINANCE

a. The name of your bank.....

b. The name on your bank account.....

c. Are your group's accounts audited or independently examined annually? Yes/No
If **Yes**, please attach a copy of your most recent accounts

If **No**, please give details of annual income and expenditure for the current year (include a separate sheet if necessary).

.....
.....
.....

4. YOUR GRANT APPLICATION

a. For what purpose is funding sought? Please state how this will directly benefit the residents of the Parish

.....
.....
.....

b. Total cost of the above. Please give details and attach quotes, estimates or any information you may have

.....
.....
.....

c. Amount raised so far

d. From where? (Other organisations, group fundraising etc)

.....
.....
.....

e. Amount requested from the Little Wenlock Parish Council: £

If you have additional information about your group that would support your application, please include it on an additional sheet.

Signed..... on behalf of.....

Position..... Date.....

Please tick the following boxes, as applicable:

I agree to the contact details of the group being stored on the Little Wenlock Parish Council database (they will not be submitted to a third party)

Little Wenlock Parish Council will consider applications for grants from voluntary groups, charitable and other organisations carrying out community activities.

Please note that in determining the validity of an application, Little Wenlock Parish Council will refer to the following guidelines:

Applications will be considered for the following purposes: -

1. For the purpose of purchasing equipment either in part or in full.
2. For the funding of transport that will enable group members to partake in a group trip or outing (regardless of their incomes).
3. For training activities, or to purchase the expertise of an outside trainer/ instructor/ facilitator.
4. For activities that raise the profile of the Parish.
5. For running costs of a viable group that is experiencing a period of hardship.
6. For hosting special events or celebrations.
7. For the provision of recreational facilities.
8. Small start-up grants for new groups.

Conditions: -

1. **To qualify for an award the applicant must be able to demonstrate that any funding from Little Wenlock Parish Council will benefit the Parish or residents of the Parish.**
2. Grants will not be awarded to individuals
3. Grants will not be awarded for similar items on a regular basis.
4. Additional applications within a 12-month period will not normally be considered.
5. The award must be used for the purpose for which the application was made.
6. If the group is unable to use the award for the stated purpose, all monies must be returned to Little Wenlock Parish Council.
7. All awards must be properly accounted for and evidence of expenditure should be supplied, when the project has concluded (normally within 12 months of the date of the Grant). Please note that if Little Wenlock Parish Council is not satisfied with the expenditure and its arrangements, they reserve the right to request a refund of the monies awarded.
8. Donations to Registered Charities in response to a general fundraising appeal will be subject to funding availability and at the discretion of the Council.

Eligibility: -

1. Any Charity, Voluntary Group or Community Organisation.
2. Agencies that operate within Little Wenlock Parish Council boundary and are of benefit to the local community, with the following proviso:
 - Little Wenlock Parish Council will not fund activities that it considers to be the responsibility of a Statutory Authority.
3. Groups operating outside Little Wenlock Council boundary may be eligible to apply, provided they can demonstrate that the project will benefit the residents of Little Wenlock Parish Council.

Date Application decided: