

Cliffsend Parish Council

Application for Grant Aid 2023-2024

Cliffsend Parish Council's priority is to support village groups/organisations that enhance the wellbeing of the community, which do not have ready access to alternative means of financial support.

IMPORTANT: Please read the 'Grant Application Policy and Guidelines' before completing and submitting this form. **Failure to complete the form fully/correctly, WILL result in your claim being rejected.**

1. AMOUNT

Amount Requested	
Name of Charity/Organisation/Community Group	
Charity Number, if registered	
Does your organisation make grants to others?	Y/N
Name of Payee (if different)	
Would your project, purchase or organisation be at risk if this grant application is not approved?	Y/N If yes, please explain why below

2. APPLICANT DETAILS

Name		
Address		
		Post Code
Email		Tel No
Position within organisation/community group		

3. PURPOSE

Is this a claim for;

Annual running cost support	Y/N If yes, please go to Section 5
Specific project support/one-off item	Y/N If yes, please go to Section 4

4. PROJECT SUPPORT/ONE-OFF ITEM

Please provide a short summary of the purpose of the grant.

How may this benefit the people of Cliffsend?

Specifically, which of the Cliffsend Parish Council's Priorities does this contribute to and how?

Will your project be accessible to disabled and other minority groups? Y/N If yes, explain how.

Please attach a detailed description or outline of your project – or include your own project plan or report.

Have you applied to any other organisations for grants for the same project or item? Y/N
If yes, please provide details;

Organisation applied	Amount	When do you expect to hear?

Project/Item details

If the grant is to fund or support a project or purchase an item, please provide details below of the costs, or attach your own detailed breakdown of costs.

	Item	Cost
1		
2		
3		
4		

Totals		
	Total cost of Project	
	Amount requested from Cliffsend Parish Council	
	Amount requested from other bodies	
	Balance	

How will the balance of the project costs be met?

How will you know if your project is successful i.e. what are the objectives?

Important Notes

- a) If your project does not proceed, any money awarded must be returned to us.
- b) We reserve the right to request details of expenditure on this project after awarding a grant.
- c) You may be requested to make a presentation to provide more details about your request.

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5. ORGANISATION RUNNING COSTS

Briefly tell us the purpose of your organisation;

How does your organisation benefit the people of Cliffsend? (Please indicate membership or user levels where possible of Cliffsend residents).

Do you believe your organisation contributes to the local economy? If so, please explain how.

Specifically, which of the Cliffsend Parish Council's Priorities does your organisation contribute to and how?

Is your organisation accessible by disabled or other minority groups? Y/N If yes, explain how.

Do you anticipate needing to apply for grants each year from this Council? Y/N
Please note that we do not normally fund repeat applications for running costs

Will any grant awarded be ring fenced within your accounts for use in Cliffsend only? Y/N

Important Notes

- a) We reserve the right to request details of expenditure after awarding a grant.
- b) You may be requested to make a presentation to provide more details about your request.

SUBMISSION

Have you read the Grant Application Policy and can confirm all details have been provided as described?	Y/N
Have you enclosed a copy of your audited accounts for the last financial year?	Y/N
If not, please explain the reason	
<p>IMPORTANT NOTE:</p> <p>Please enclose your most recent full year's audited accounts. If these are not available, please contact the Clerk.</p> <p>We may need to contact you for additional information.</p>	
Please enclose a copy of your organisational constitution or rules and a list of trustees/committee members.	

I declare that to the best of my knowledge the above information is correct.

Signed	Dated
Print Name	Position