A close up of a sign

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**Grant Application Form**

**All questions on the Application Form must be fully answered. Additional information in support of an Application may be provided, where appropriate**

1. **Organisation Details**

|  |
| --- |
| Name:  Is it a registered charity: yes/no  Charity no.: |
| How many people use/attend your organisation?  How many are Brixworth residents? |
| Brief description of objectives of the organisation and activities in the parish: |

1. **Contact Details**

Name of contact: Address:

Postcode:

Telephone no.:

Email address:

Position of contact:

1. **Project / Activity Details**

Briefly describe the project or purpose for which you require a grant (you must demonstrate a clear need):

How will the funding benefit residents of Brixworth (include the number of beneficiaries living in the Parish)?

1. **Financial Details**

|  |
| --- |
| Current balance in all bank account (s) and investments at the time of this application  £ |
| Estimated annual income and expenditure of organisation:  Income:  Expenditure: |

|  |
| --- |
| What is the total cost of the project? £ |
| **What is the total amount of grant requested? £** |

|  |
| --- |
| Details of how the remaining balance will be funded: |
| Details of any fundraising events held / planned or funding received: |

|  |
| --- |
| Details of previous grants from the Parish Council within the last 5 years: |

|  |
| --- |
| Any other comments in support of your application? |

1. **Declaration**

|  |
| --- |
| I declare that I am authorised to make the application on behalf of the above organisation.  I have read and fully understood the Brixworth Parish Council Grants Policy and certify that the information contained in this application is correct at the time of submission.  Signed: ………………………………………………………………………………………………………..  Dated: …………………………………………... |

|  |
| --- |
| Check – ü   * Read and understood the Grants Policy? * Accounts attached? * Constitution attached? * Evidence attached of alternative funding sources (if applicable)? * Evidence attached of the project costs? * Evidence attached of ‘best value - three quotes for those projects costing more than £500? |

**Please return this form with enclosures to the Clerk of Brixworth Parish Council via email at**

[**parish.clerk@brixworthparishcouncil.gov.uk**](mailto:parish.clerk@brixworthparishcouncil.gov.uk)