

**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/noCharity 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**