Name of Organisation: Click to enter information and tab to the next box

1. Description of project or scheme for which grant is intended:  
   Enter information then tab to the next box
2. How many will benefit from the proposed project or scheme and how many of these are Fressingfield residents? Enter information then tab
3. Total cost of project or scheme: £Enter information then tab
4. How much are you applying for from the parish council? £Enter information then tab

Please give an itemised breakdown of the expenditure. Include evidence (e.g. estimates or price lists) of the cost of expenditure.

|  |  |
| --- | --- |
| ITEM | COST £ |
| Enter information then tab | Enter information then tab. |
| Enter information then tab | Enter information then tab |
| Enter information then tab | Enter information then tab |
| Enter information then tab | Enter information then tab |
| TOTAL | Enter information then tab |

## Your organisation:

Please give us the following information about your organisation, club or group

Address: Enter information then tab

E-mail address: Enter information then tab

Website address, if available: Enter information then tab

Description of your organisation’s activities. Enter information then tab

How many are in the group or organisation? Enter information then tab

How long has your organisation been in existence? Enter information then tab

Any grant will be paid into your organisation’s bank account. Please give details:

Bank name: Enter information then tab

Account name: Enter information then tab

Account number: Enter information then tab

Sort code: Enter information then tab

Who should the council contact regarding this application?

Name of contact: Enter information then tab

Position: Enter information then tab

Address for correspondence (if different from above):

Enter information then tab

Email: Enter information then tab

Tel : Enter information then tab

Have you made a grant application to any other body for this project?Choose an option then tab.

If yes, please give details:

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of organisation applied to** | **Amount applied for** | **Date of application** | **Amount received** |
| Enter information then tab | Enter information then tab | Enter information then tab | Enter information then tab |
| Enter information then tab | Enter information then tab | Enter information then tab | Enter information then tab |
| Enter information then tab | Enter information then tab | Enter information then tab | Enter information then tab |
| Enter information then tab | Enter information then tab | Enter information then tab | Enter information then tab Enter information then tab |

If you have received any other sources of funding in the past year, not specified above, please give details:

Enter information then tab

## Previous applications:

Has your organisation previously applied for a grant from Fressingfield Parish Council?

Enter information then tab

If yes, please give details of the project and the date and amount of grant received, if any.

Enter information then tab

## Additional information:

Are there any other comments you wish to make to support this application?

Enter information then tab

## Your financial situation

All applications must be accompanied by the following financial information:

* a copy of your latest approved accounts or other financial report which indicates your financial position
* photocopies of bank statements covering the past six months

If you are unable to supply this information, please contact the parish clerk for advice before submitting this application. (Details on the guidance accompanying this application form.)

NB Grants will only be given to groups or organisations which can show that they are viable

## Proof of expenditure

Where a grant is awarded for the purchase of specific equipment/items, proof of purchase will be required. The return of the grant to the parish council could be required without these.

## Signature

I have read and noted the parish council rules relating to this application and agree to provide a report including photographs as appropriate for potential inclusion on the parish council web site. The grant will be acknowledged in any publicity or newsletter etc. that the group/organisation produces.

Signed: Date: Enter information then tab

Position in organisation: Enter information then tab

Once completed, return the form to Mr A J Parris, clerk to the council. [clerk.fresspc@gmail.com](mailto:clerk.fresspc@gmail.com)

Please note, if this application form is not completed in full, this will result in a delay in your application being considered. If you have any questions, contact the clerk.