

GRANT FUNDING REQUEST (v3 0723)

Broadwas & Cotheridge Parish Council

Please complete all questions

The Parish Council is currently preparing a policy and guidance document to help with applications. If you require any further information or assistance in completing the form please contact the Clerk or any of the Parish Councillors

1. Name of the organization/group/club

1.1 Are you a registered charity and or have any other recognised status?

1.2 Name of the Chair/Responsible Person?

1.3 Name of the Treasurer?

1.4 Names of committee Members?

1.5 Alternative or additional details explaining how you are organised and able to demonstrate accountability such as annual reports?

1.6 Date that your organization was formed?

1.7 Purpose of the organization and how it contributes to life in the Parish?

1.8 If you operate a membership scheme how does this work and are there any restrictions?

1.9 How do you ensure equality of access and opportunity? Is this question needed?

2. Grant details

2.1 How much do you need from the Parish Council?

2.2 ~~What will the grant be used for?~~ Please give a description of what the grant will be used for including any break down of allocation of money, if needed.

2.3 Are you or any other funding source contributing?

2.4 If yes to (2.3) please provide details including requests made and received

2.5 Please describe what the intended benefits of any funding will be for the Parish and Parishioners?

2.6 Are you prepared to report progress to the Parish Council and to respond to any request from the Parish Council about how a grant has been used?

2.7 In the event that an agreed grant is not fully used or is not used for the intended purpose will you notify the Parish Council and be prepared to return any funds?

3. Any other information that you would want to provide

Form completed by:

Name and title

Email and contact details

E mail

Address

Phone

Date

Internal use

Date received

Considered at the parish council meeting on

Response (refer minute no)

Applicant notified on

Further information requested

Payment details

Payment made

Date.....

Reporting arrangements agreed

Date