

Christchurch Parish Council

Grant Application Form

Name of Group or Organisation			
Contact Name		Position	
Address			
Telephone		E-mail	
Registered Charity?	Yes / No	Charity No.	

Please provide a brief description of your group/organisation's main purpose/activities.

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Please indicate the number or percentage of your members/beneficiaries who live in the parish of Christchurch.

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Are there any restrictions on who can use your services?

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Please explain the project for which the grant is required.

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How will this project benefit the parishioners of Christchurch?

Total cost of project.	£	Amount of grant requested.	£
Have you received, applied or intend to apply for funding from other sources for this project? If yes, please provide details and amounts.			
How much of the total cost do you intend to raise yourself and how?			

Please tick to confirm you have included the following documentation with your application (please enter n/a if not applicable):

- Full and complete copies of your signed, certified and audited accounts for the last two years (if your organisation has been in existence for that period)
- Bank statements for the last 3 months, signed by a member of your organisation, indicating their position
- Detailed budget plan and supporting evidence
- Copy of your organisation's Constitution, Terms of Reference or Rules
- Evidence of any other awards towards the project e.g. lottery funding, other bodies

DECLARATION

Please sign the declaration overleaf and return this form together with all supporting documentation required to:

Dave Gibbs, Clerk to Christchurch Parish Council,
Parrock View, 358 High Road, Newton-in-the-Isle, Wisbech, PE13 5HS.

Please ensure the person signing the declaration on behalf of your organisation has the appropriate authority to do so.

"I confirm that the information contained in this application is correct to the best of my knowledge. I agree that any money awarded by Christchurch Parish Council as a result of this application will be used only for the purposes stated in the application, and in accordance with the grant conditions detailed in the Parish Council's Grant Policy. I confirm that the proposed project is lawful and conforms to any rules governing our group/organisation. I further agree to provide copies of receipts and invoices etc. as required to Christchurch Parish Council to confirm to them exactly how the money has been spent if the application is successful.

I understand that all money awarded must be repaid to Christchurch Parish Council and my organisation will not be able to apply for future grant applications in the following circumstances:

- If a false declaration is made, or if any information contained in the application is found to be false, inflated or exaggerated;
- If the proposed project does not proceed/or is abandoned for any reason or if the organisation disbands during the period of the grant;
- If the organisation does not provide the necessary invoices and receipts confirming how the money has been spent or does not comply with any other conditions stipulated in the award"

Signed

Print Name

Position in the organisation

Date