

Linton Parish Council

Grant application Form (S137)

Please read the following important terms and conditions carefully. By submitting this form, you are confirming that:

- You are an official representative of your group and are authorised to apply for funding on their behalf
- You accept that the data in this form will be held by Linton Parish Council in accordance with the council's Data Protection & Information Security Policies.
- You have read and understood the council's Grant Policy, available on the council's website: www.linton-pc.org.uk
- The information provided in this application is a fair and accurate description of your group and the project for which you are seeking funding. Misleading or inaccurate information may result in your application being rejected or funding being revoked or recalled.
- Late applications or failure to complete any section of the application form may result in your application being delayed or rejected.

1. Name of group / organisation *

2. Contact name *

3. Contact address *

4. Contact telephone number *

5. Contact e-mail address *

6. Date group /organisation was formed *

Please input date (dd/MM/yyyy)



7. Is your organisation a registered charity *

☐ Yes

☐ No

8. Registered Charity Number *

9. Does your group have a formal constitution / governing document? *

☐ Yes

☐ No

10. Does your group have an equal opportunities policy? *

☐ Yes

☐ No

11. Does your group have a record of its annual accounts *

☐ Yes

☐ No

12. Have you applied for a grant from Linton Parish Council previously?

☐ Yes

☐ No

13. Please describe your group's main purpose, aims and activities *

14. Please indicate which type of funding you are seeking *

☐ **Urgent request for funding** – where a need for emergency funding has been identified, the Council will consider applications as soon as practicable

☐ **Current Year Grant**, a small grant for an in-year project / event from the 2022/23 grant budget.

☐ **Future Year Grant**, a small to medium sized grant for the Council to consider adding to the budget for the following financial year for a larger or longer project.

15. Please provide a description of the project / activities / equipment you require funding for *

16. Please advise who this funding will benefit in the Community *

17. Please advise how this funding will benefit the Community *

18. Please provide the total cost of your groups project / activities and/or equipment

19. How much funding are you applying to the Parish Council for? *

20. Does your organisation have any other sources of funding? *

☐ Yes

☐ No

21. Please provide full details of any other sources of funding

22. Please provide a full breakdown of the project costs and how they will be funded

23. Please provide details of any previous projects / activities / events that your group has organised previously. If this is your groups first activity of this kind, please provide an example of any personal projects / events you have managed against a set budget / timescale.

24. Do you have a bank account in the name of your organisation?

☐ Yes

☐ No

25. Does your organisations bank account have dual authorisation?

☐ Yes

☐ No

26. Please advise how you intend to submit the following evidence to support your application:

- A copy of your organisations constitution and/or governing documents.
- A copy of your group / organisations accounts for the past three financial years (if your organisation is less than three years old please provide the accounting records you have since the groups formation)
- A copy of your equality policy and any other policies which may be relevant to your application (e.g. Health & Safety policy)
- A copy of a recent bank statement from your organisation (dated within the last three months)
- Any additional evidence you feel may support your application.

Once completed email your completed form to: clerk@linton-pc.org.uk