

Grant / Donation Application

1 DETAILS OF THE ORGANISATION

Name of your organisation:

Is the organisation a charity registered with the Charity Commission of England and Wales? Yes/No

Registered Charity No. (if applicable): _____

Is the Organisation a non profit local voluntary organisation other than a registered charity? Yes/No

Aims of the organisation:

Brief summary of the organisation's activities over the last year, or if a new organisation, the activities you hope to undertake:

How do the Parish of North Leigh and/or residents of the Parish benefit from the organisation?

[Moved up] What age group do you cater for: _____

2 DETAILS OF THE APPLICATION FOR FUNDS

Are you requesting a grant (ie funds for a specific project) Yes/No

Or are you requesting a donation (ie funds for general purposes within the organisation)? Yes/No

What will the grant /donation be used for and who will benefit? How would the residents of the Parish benefit from this funding if granted? (give as much detail as possible)

Amount of grant / donation requested:

£ _____

-

If a grant what is the total project cost? (Grant applications only)

£ _____

And ,if a grant, how much have you raised yourselves towards this project and how have you raised it? (give details, grant applications only)

And, if a grant, have you applied to any other body for funds towards the project? (give details, grant applications only):

Are you a national organisation or do you receive funding from a parent body or national “umbrella” organisation ? (give details)

Do you receive funding from other sources, and if so who? Give details of subscriptions, fundraising etc

If you have previously received a grant / donations from North Leigh Parish Council, please give details including amount(s) and date(s) :-

Is there anything else that you think the Parish Council should know about your organisation or this application for a grant/donation?:

3 UNDERTAKINGS BY APPLICANT

If the application is successful, are you willing to provide to the Parish Council written details of how the grant/donation money has been spent, by the end of the calendar year following the year in which the grant/donation was made? Yes/No

If the application is successful, are you willing to return any unspent portion of the grant/donation to the Parish Council if it remains unspent at the end of the calendar year following the year in which the grant/donation was made? Yes/No

4 BANK DETAILS OF THE ORGANISATION

Bank Account Details (this is required, as, if application is successful, we can only make payment into a UK bank account in the name of the Organisation)

Name of Organisation (as shown on bank account): _____

Bank Name: _____

Sort Code: _____

Account Number: _____

Address of Organisation: _____

5 SIGNATURE AND CONTACT DETAILS OF THE APPLICANT

Signature of Applicant): _____

Printed name of applicant): _____

Title held in Organisation (Chair, President, Treasurer, etc): _____

Contact details of Applicant:

Telephone number: _____

Email: _____

Address of applicant (if different from address or organisation): _____

6 CHECKLIST OF DOCUMENTS TO ATTACH:

Please attach a copy of your constitution. Attached []

Please attach copies of your last 2 years accounts including income (broken down by source including fundraising, subscriptions and other donations), expenditure, assets, liabilities and reserves held.
Attached []