****Woodchester Parish Council**

**Grant Application Form**

**1. Your organisation**

Name of Organisation:

Address:

Post Code:

Description of your organisation’s activities. Please list your aims and objectives.

**2. Contact Details**

Name of contact:

Position:

Address for correspondence (if different from above):

Tel :

Email:

**3. Payment details if successful**

Cheque made payable to:

Post to Name and Address:

4. Have you made any grant application to any other body for grant aid for this project? **YES/NO**

If yes please give details:

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of organisation applied to** | **Amount applied for** | **Date of Application** | **Amount Received** |
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If you have received any other sources of funding in the past year, not specified above, please give details:

d) Have you made any grant application to any other body for grant aid for this project? Yes/No. If yes please give details:

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of organisation applied to** | **Amount applied for** | **Date of Application** | **Amount Received** |
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If you have received any other sources of funding in the past year, not specified above, please give details:

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d) Have you made any grant application to any other body for grant aid for this project? Yes/No. If yes please give details:

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of organisation applied to** | **Amount applied for** | **Date of Application** | **Amount Received** |
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If you have received any other sources of funding in the past year, not specified above, please give details:

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**F. Additional Information**

Are there any other comments you wish to make to support this application? Please give this information below, or attach a separate sheet:

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**G. Your Financial Situation**

All applications must be accompanied by the following financial information: **If you do not supply this information your application will not be considered unless previously agreed in writing by the Council.**

* A copy of your latest approved statement of income and expenditure or other financial report which indicates your financial position, or
* Photocopy of bank statements covering the past six months
* A statement of your capital assets, if any

**If you are unable to supply this information, please contact the Parish Council for advice before submitting this application**

d) Have you made any grant application to any other body for grant aid for this project? Yes/No. If yes please give details:

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of organisation applied to** | **Amount applied for** | **Date of Application** | **Amount Received** |
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If you have received any other sources of funding in the past year, not specified above, please give details:

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**E. Previous Applications**

Has your organisation previously applied for a grant from this Parish Council? If YES, please give details of the project and the date and amount of grant received if any. Was the project as described completed?

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d) Have you made any grant application to any other body for grant aid for this project? Yes/No. If yes please give details:

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of organisation applied to** | **Amount applied for** | **Date of Application** | **Amount Received** |
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If you have received any other sources of funding in the past year, not specified above, please give details:

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**5. Your Application**

a) Brief description of project or scheme for which grant is intended

b) Who will benefit from the proposed project or scheme and how many of these are Woodchester residents?

c) Total cost of project or scheme: **£**  d) How much are you applying for? **£**

Please give an itemised breakdown of the expenditure for which this money which is being applied for. Please include evidence of the likely cost of all items of expenditure where possible.

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| --- | --- |
| **ITEM** | **COST** |
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|  |  |
|  |  |
|  |  |
|  |  |
|  |  |
| **TOTAL** | £ |

**6. Additional Information**

Are there any other comments you wish to make to support this application? Please give this information below, or attach a separate sheet:

………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………………….………

**Signed:………………………………………………. Date: ……………………………………**

**Please return completed forms to Parish Clerk via Email to clerk@woodchesterparishcouncil.gov.uk**

**FOR OFFICE USE ONLY**

Date Received: ……… Date Considered: ................

Grant Amount Awarded: …………..............