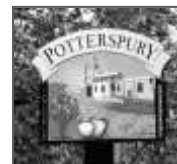


Potterspurvy Parish Council



GRANT AWARD APPLICATION FORM

For applications of £1000 or more only

Please complete this form and return it to the Parish Clerk. Your application will then be considered by the full Parish Council at the next available meeting.

Name of organisation: (eg club/group)	
Name on bank account: (for cheque payments)	
Is it a Registered Charity?	YES / NO * If "YES", please provide the number
Contact Name (full name and title):	
Position with the organisation:	
Contact details:	Full Address and post code: Email: Telephone: Mobile: Website:
Provide a brief outline of what your organisation does:	
Does your organisation have a constitution or set of rules?	YES / NO - If YES – please provide a copy
When was the organisation formed?	
Number of members in your organisation:	
Number of members in your organisation who reside in Potterspurvy:	

<p>Has the organisation received any previous grant or loan from a local authority, grant making trust or other funding body e.g. a Lottery Board?</p>	<p>YES / NO - If YES please give details: Date – Amount (£) – Project/Purpose</p>
<p>Describe the activity for which funding is being sought:</p>	
<p>Why is there a need for this activity?</p>	
<p>Who will benefit and what area will be served: (estimate numbers and age range if relevant)</p>	
<p>How much money are you requesting from Potterspurty Parish Council?</p>	
<p>Please provide a breakdown of the total estimated costs. Please itemise costs e.g. cost of equipment, running costs, publicity, premises etc., and provide evidence by way of quotes.</p>	

This form is intended to assist with your application. Please feel free to enclose additional information which could be of benefit when your application is assessed.

**POTTERSPURY PARISH COUNCIL
GRANT APPLICATION FORM
For applications of £1000 or more only**

Declaration:

“I believe the information given both within this form and the supporting material provided is correct. I understand that, if successful, I will be required to confirm that any grant monies have been spent only in accordance with the activities outlined within this application by submitting a full report to the Parish Council.

In making this application I declare that the organisation to which the application relates subscribes to the principles of equal opportunities in all of its activities and is operated on a not-for-profit basis.

If this application is successful, the organisation will abide by the monitoring arrangement specified by the Parish Council.”

Signed	
Name (please print in full)	
Position in Organisation	
Date	

Please return your completed form to the address below:

Mrs Jane Spence
Parish Clerk
Potterspurypc Parish Council
228 Park Lane
New Duston
Northampton
NN5 6QW

01604 587265 ~ clerk@potterspurypc.org.uk ~ www.potterspurypc.org.uk

Grant applications of under £1000 must be submitted in writing or by email to the Parish Clerk.
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Adopted at Annual Meeting 11 May 2016, minute A/4411(ix)(a)