THORNER PARISH COUNCIL
GRANT APPLICATION FORM

1	Name of Project	

2a	Name of Organisation/Group		Tel No.	
2b	Organisation Address			
2c	Email Address			
2d	Contact Name		Position	

Section 1: About the Project

3	What will the Thorner Parish Council Grant be used for?

Briefly describe the project and the overall aim. Why is the project needed? What will the grant be used for?

3a	Total Cost of the Project	
3b	Funding from other sources (if any)	
3c	Amount of Thorner Parish Council Grant requested	

4a	Date project will start	
4b	Date project will end	

5	Tell us about your organisation and what experience you have running similar projects.

Briefly outline the purpose of your organisation and any similar projects you have run in the past.

6   How will the project benefit the residents of Thorner Village?

Briefly outline which residents of the village your project will benefit and how.

7   What consultation have you carried out ahead of the project?

Describe how others, including those will benefit have helped develop the project.

8   Is this project similar to others in the area? Have you avoided duplication?

If you know of similar schemes, please indicate how yours is different or complements existing provision.

9   Who owns the building/land where the project will take place?

If you do not own the building land, tell us what permission you have from the owner to undertake the work.

10	How will you promote the project and encourage participation?

11	Will the project continue after the funding period?
	At the end of the funding period will the project continue? How will it be managed and funded?

12 What are the potential risks attached to your project and what preventative action have you taken or will you take to avoid them?

	Risk	Action
1		
2		
3		
4		
5		

Section 2: Financial Information

13	Provide a breakdown of **all** the costs related to this project and tell us what would be covered by the grant			

Item	Cost (£)		
	Grant	**Other** (please specify funding body)	**Date of decision** (if not yet approved)
Total Cost			

Please Note – Three quotes should be obtained where possible. Please provide copies.

14	If there is a shortfall in funding the project, explain how you would meet this

15	Has your organisation received funding from Thorner Parish Council in the past?

If so, please provide more details

16	Please provide details of who the cheque should be made payable to

Cheques will only be made payable to a group/organisation and not an individual

17	Please include the following documents with your application		
		Attached?	**If 'No' please state why you have not included these documents with your application**
Your constitution (if you have one)			
List of Management Committee Members			
Child Protection Policy (if your project involves young people under 18 years)			
Evidence of enhanced DBS checks dated in the last year (if applicable)			
Vulnerable Adults Policy (if applicable)			
Your Equal Opportunity Policy			
Your latest bank statement			
Your accounts from the last 2 years			
Relevant Liability Insurance			

18	Declaration

- **I can confirm that to the best of my knowledge the information contained in all parts of the application and any supporting information is complete and accurate.**

- **If funding is granted the delivery organisation is aware it will be required to enter into an agreement to adhere to the terms and conditions of the funding, to supply additional information which is required and that that failure to comply may result in legal action being taken to recover the monies paid.**

- **I agree to details about the project/organisation being entered onto a computer database.**

- **I am authorised by the organisation to sign and submit this application on their behalf.**

This project application has been completed by:

Name	
Organisation	
Date	

On completion of this application form, please send a signed copy and supporting documents To;
thornerparishcouncil@gmail.com