EYNSHAM PARISH COUNCIL
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Application for Financial Assistance by Voluntary Organisation/Groups

Closing Date for Applications is Friday 21 October 2016

Notes to Application Form

- Please read the attached guidance sheet before completing this form
- After completion please return to the Parish Clerk.
- If you wish to discuss your application or require assistance please contact the Parish Clerk.
- Successful applicants may be required to submit a short report outlining the use made of the grant within 3 months of the project's completion.

Application Form

Name of organisation/group …….....

Where is the organisation based?…….

Age range for services provided……..

Is your organisation a registered charity? Yes/No

Is your organisation affiliated to a national organisation?……..

Please briefly describe the aims of the organisation and give details of how it benefits the local community –

Please list the organisation's current activities and proposals for the next 12 months.

Details of grant requested.

For what purpose is the grant required?

How much grant aid are you requesting?

If required to assist general running costs – please confirm dates of the financial year relative to your application

From To

Or if required to finance a specific project or purchase please gives details including the total estimated cost of the project and /or equipment.

Other funding
Has your organisation approached any other funding sources for assistance during the past year? Please give details below if you have.

Source Amount requested Amount received.

Payment Details

If your grant application is successful please advise who the cheque should be payable to

……

address to which cheque should be sent…….

……

Treasurer of your organisation…….

Contact
Please provide details of the person with whom this application can be discussed, if necessary.

Financial Information
Please supply a copy of the most recent audited accounts if possible; alternatively please supply a breakdown of your current financial position.

Declaration
The information given in the application and supplied with it is to the best of my knowledge true and accurate. Any financial assistance awarded will be spent for the purposes requested. I understand that copies of application forms and other supporting documentation will be available to officers and councillors of Eynsham Parish Council.

Date……

Name…….

Position held in organisation……

Guidance/criteria for Applications for Grant Aid from the Parish Council

All applications for Grant Aid will be required to satisfy the following conditions –

- The Parish Council will only accept applications from Community groups and organisations within the Parish for grants that in its option are in the interests or will directly benefit all or a portion of the parish and its inhabitants.
- The application must demonstrate local community need and support
- The applicant must demonstrate a clear financial need for the grant
- Retrospective grant applications will not be considered
- Grants will not be awarded to meet general salary costs
- The organisation submitting the application must be non-party political
- The closing date for applications is 21 October 2016.
- Successful applications may be required to submit a short report outlining the use made of the grant within 3 months of the project's completion.
- Grant aid will not be paid out until April/May 2017.

Rachel Faulkner
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