



EYNESHAM PARISH COUNCIL

CLERK: KATHERINE DOUGHTY,
91 BRIZE NORTON ROAD, MINSTER LOVELL, WITNEY, OXON. OX29 0SG

Telephone: 07956 901622 Email: clerk@eynsham-pc.gov.uk Web: www.eynsham-pc.gov.uk

Application for Financial Assistance by Voluntary Organisation/Groups.

Closing Date for Applications 1 November 2022

Notes to Application Form

- Please read the guidance/criteria before completing this form. Contact the Clerk if you would like a Word version, for ease of completion.
- After completion, please return the form to the Clerk by the deadline.
- If you wish to discuss your application or require assistance, please contact the Clerk.
- Successful applicants will be required to submit a short report outlining the benefits of the grant which will be published on social media and/or at the Annual Parish Meeting.

Application Form

(Please complete the white boxes)

Name of organisation/group	
Contact name & position	
Contact email address	
Postal address	
Age range for services provided by the organisation	
Is your organisation a registered charity? (If yes, please provide your charity registration number)	
Please provide details of any affiliated national organisations/ memberships?	

Please briefly describe the aims of the organisation and give details of how the services benefit 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 give 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 1 -	
Amount requested -	
Amount received -	
Source 2 -	
Amount requested -	
Amount received -	

Payment Details

If your application is successful, we will provide payment direct to your organisation's bank account. Please provide the details below.

Name of Account	
Sort Code	

Account number	
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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. I confirm I have read and understood the [General Privacy Notice](#) (see website).

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 opinion, are in the interests or will directly benefit all or a portion of the Parish and its residents.
- 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.
- Please note the closing date for applications at the top of page 1.
- 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 be paid in April/May 2023.

Katherine Doughty
Clerk to Eynsham Parish Council
91 Brize Norton Road
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Witney, Oxford OX29 0SG

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