

UTTOXETER RURAL PARISH COUNCIL

GRANT-AID APPLICATION FORM

Thank you for applying for a grant for the Uttoxeter Rural Parish Council, please complete the form below and return it to the Parish Clerk, address on page 3 of this form.

Please note the timeline for the Grants process: Application forms to be completed and sent to the Clerk by the end of August. The Parish Council considers all applications in its October meeting. Grants that are to be awarded are added to the Budget meeting in December and payments of Grants awarded are made in May the following year.

1. NAME AND ADDRESS OF ORGANISATION:

2. NAME AND CONTACT DETAILS OF APPLICANT:

(To whom all correspondence will be sent)

3. BRIEF DESCRIPTION OF THE AIMS AND OBJECTIVES OF YOUR ORGANISATION:

DATE YOUR ORGANISATION WAS ESTABLISHED:

HOW MANY OF YOUR ORGANISATION'S MEMBERS LIVE IN UTTOXETER RURAL PARISH?

4. GIVE DETAILS OF ANY GRANTS RECEIVED FROM UTTOXETER RURAL PARISH COUNCIL OR ANY OTHER SOURCE IN THE LAST THREE YEARS.

5. HOW MUCH FUNDING ARE YOU APPLYING FOR?

PURPOSE OF GRANT AND TOTAL COST OF PROPOSED PROJECT

Please give a description of your project and explain what it seeks to achieve.

Remember to include the following in your description:

- **Why the project is needed.** (Please give details about how it has been informed by local insight and local needs)
- **How others (partners/communities/residents) are involved in your project.** (e.g. how does it enable community development and capacity building, and show co-production with local communities? Is the project match funded – not necessarily cash e.g. people, buildings, etc.)

Income and Other Funding for your Project			
Funder	Amount applied for	Date Application submitted	Application status (Delete as appropriate)
			Confirmed / Unconfirmed
			Confirmed / Unconfirmed
			Confirmed / Unconfirmed
			Confirmed / Unconfirmed
6. TO WHOM SHOULD CHEQUES BE MADE PAYABLE? (Please note cheques cannot be made payable to individuals) Please enclose at least one current/latest bank statement with this application			
7. DECLARATION: I declare that the information given is true to the best of my knowledge. Signed Date			
OFFICE USE ONLY		DATE REC:	
DATE APPROVED:		AMOUNT APPROVED:	

Before submitting your application, please check you have enclosed:

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any quotations received as detailed in your project/funding breakdown

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a recent bank statement and/or a copy of your most recent statement of accounts

Please return completed application forms to:

Mrs VRE Gibson
Clerk to Uttoxeter Rural Parish Council
6 Alexandra Crescent
Uttoxeter
Staffordshire
ST14 7LQ

Ratified at Annual Meeting 02.05.2017