

SUTTON PARISH COUNCIL

COMMUNITY GRANT APPLICATION FORM

Name of Organisation:

1. Contact Details

1.1 Address of Organisation:

1.2 Contact Name(s)/Position(s):

1.3 Contact Telephone Number(s):

1.4 Email address:

2. **Organisation /Club Profile**

2.1. Applicant Aims and Objectives (Mission Statement).

Please detail your aims and objectives. Please include in this details of how your organisation benefits the local community (Sutton, Lyme Green, Langley or Rural community).

Please continue on a separate sheet & attach if needed.

2.2 Is the Organisation a registered charity or intending to apply for charitable status?

Yes Intending to Register No

SUTTON PARISH COUNCIL

2.3 Charity Registration Number:

2.4 If Your organisation is not a registered charity please indicate which of the following applies to you:

Voluntary Organisation
Community Group
Not-for-profit organisation
Social Enterprise

2.5 Please give details of your membership and the geographical area the Organisation covers/draws its membership from.

2.6 Is membership restricted in anyway?

2.7 Background information about the Organisation
(Please supply any leaflets/brochures/etc)

3. Previous funding

3.1 Has your organisation ever received funding from Sutton Parish Council before?

3.2 If so please state:

Date

Amount

SUTTON PARISH COUNCIL

4. Your Project or Event

4.1 How much money are you requesting? £ _____ .

4.2 Please give full details of how the grant would be used. Please give detail of the grant you are requesting. Please itemise the costs in terms of project/ event expenditure or items that would be purchased. *Please include quotes for items where applicable.*

4.3 If the funding is for an event and you make a profit, please indicate how this will be used:

4.4 Please state how it will benefit the Sutton Parish Community.

4.5 Have you, or do you intend to apply for grant support from any other source?

Yes

No

4.6 Please attach a breakdown of anticipated sources of funds.

4.7 If a grant were forthcoming, would the Organisation be prepared to

SUTTON PARISH COUNCIL

perform/contribute at/to a Sutton Parish Council organised function? Please give details:

--

5 Monitoring

5.1 Events: Please identify the people you expect to benefit from your project / event.

Age Range	Current	Forecast
Young people up to 18 (total)		
Young people up to 18 with a disability		
Young people up to 18 from an ethnic minority group.		
Adults 18-64 (total)		
Adults 18-64 with a disability		
Adults 18-64 from an ethnic minority group		
Senior citizens 65 and over (total)		
Senior citizens 65 and over with a disability		
Senior citizens 65 and over from an ethnic minority group.		
Total (unable to forecast as above)		

SUTTON PARISH COUNCIL

Supporting Documentation attached *(Please tick to indicate attachment)*

	Tick
Breakdown of anticipated funding	
and Audited accounts for the last 12 months	
or Most up-to-date accounts	
or New start-up groups – financial statement regarding proposed budget	
and Recent Bank Statement (see 7)	

6 Additional Information

Please add any additional information that is not covered elsewhere on the application form but that you consider to be relevant to your application.

SUTTON PARISH COUNCIL

7 Payment Details

Payments of grants awarded are made by electronic bank transfer.

Please provide the following bank details and enclose a recent bank statement to confirm:

Bank Account Name: _____

Bank Sort Code: _____ Bank Account Number: _____

Bank Name & Branch Address: _____

8 Conditions to be reviewed at meeting

That the money is only to be spent as detailed on this application.

In the case of sponsorship, the event is promoted as being sponsored by Sutton Parish Council.

You must supply receipts/invoices photographs if requested on completion of the event.

I hereby certify that to the best of my knowledge all the information contained within this application is correct. I agree that the grant if awarded will only be spent as detailed in this application and I agree to the Conditions listed in Section 8 above. I agree to this completed application form, together with any supporting information, being made available to view on Sutton Parish Council's website, subject to personal information being redacted.

Signed:..... Position in Organisation/Group

Date:.....

Please note completion of this form does not necessarily mean that a grant application will be successful in part or whole. The Parish Council may wish to add additional conditions to any grant offer.

Thank you for your time and effort in completing this form which will assist the Council to consider your application on its merits.

Please return this form to:

Sutton Parish Council, 9 Sutton Road, Poynton, Cheshire, SK12 1SU

Email: clerk@suttonparish.co.uk