

BRERETON & RAVENHILL PARISH COUNCIL

Parish Hall, Ravenhill Park, Main Road, Brereton, Rugeley, WS15 1DU

COMMUNITY GRANT AWARDING APPLICATION FORM

Please read carefully before filling out the application form.

*The Council TWICE A YEAR in April and October welcomes applications for consideration.
Applications outside of this time will not be considered until the next available date.*

Name of Organisation			
Address of Organisation			
Contact Name		Address	
Telephone Number		Email address	
What type of organisation are you ?			
Registered Charity	<input type="checkbox"/> Yes <input type="checkbox"/> No	Charity Number:	
Voluntary Organisation	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Other	<input type="checkbox"/> Yes <input type="checkbox"/> No	Please specify:	

Please give details about your organisation

Please note that the Parish Council reserve the right to reject your application on the grounds that insufficient information has been provided.

Grant for a single project completed within one year of being awarded.

How much money are you applying for from Brereton and Ravenhill Parish Council ?	£
What is the total cost of the project ?	£

Please note: BRPC may not pay the full cost of the application

Please give details about the project / activity intended to use this grant for

In the event that the whole of the amount is not granted, how will the remaining balance be met ? i.e. partially paid, fund raising etc.	
If applying for grants from other organisations, how much is being awarded ? (total sum)	£
What is the name of the organisation(s) providing the funding ?	

<p>Please provide in detail how this grant would directly benefit the residents of Brereton and Ravenhill ? e.g. include the number of residents of Brereton and Ravenhill and/or how this would improve the community of Brereton and Ravenhill.</p>

Has your organisation been awarded a grant by Brereton and Ravenhill in the past 3 years ?	YES / NO If YES: please specify below
Date:	Grant: £
Date:	Grant: £
Date:	Grant: £

CONFIRMATION OF DETAILS

This section is to be completed by ALL of those applying for a Grant Application.

We, the undersigned confirm that we are making this application on behalf of the organisation and that we are a properly constituted group. I confirm that I have enclosed (please tick to confirm)	
	Latest Bank statement (must be within the past 3 months of the current date)
	You latest set of accounts
	End of year accounting summary (for previous year)
	Quotations, invoices, orders or other supporting costing documents
	We understand that BRPC require mandatory feedback on the utilization of the grant awarded, and that we are required to submit a brief report, with supporting evidence, on the use made of the funding. This could include photographs, or a summary of funds spent within 3 months of the project competition.

Date of Request:	
Please provide bank details of your organisation should the Grant Application be awarded	
Completed by Chairperson of organisation (PRINT):	Witnessed by Treasurer of organisation (PRINT):
Signed:	Signed:
Date:	Date:
Please return your completed Community Grant Awarding application form and accompanying documents to breandravpc@gmail.com or by post to Parish Hall, Ravenhill Park, Main Road, Brereton, Rugeley, WS15 1DU	

Data use statement

Personal data received via this application form will be processed in accordance the UK General Data Protection Regulations.

BRPC will store and use the personal details provided here solely for administration.

Personal details will never be passed onto third parties for other purposes. we will use details relating to your group for the following ways:

- To manage your application for funding.
- To use the data provided to award the grant to successfully funded groups.
- To produce lists of successfully funded organisations. No information relating to individual members of your group will be divulged.

This section is to be completed by BRPC Office only.

For office use only		NOTES
Date received at BRPC Office		
End of year accounting summary (for previous year)	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Latest set of accounts showing current assets and bank balances at the most recent year end	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Latest bank statement	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Quotations, invoices, orders or other supporting costing documents	<input type="checkbox"/> Yes <input type="checkbox"/> No	

With thanks to Albrighton Parish Council