

# Alrewas Parish Council

c/o Royal British Legion Club  
Rykneld Street  
Alrewas  
Staffordshire  
DE13 7AX

Chairman of the Council: Councillor Dave Whatton

Email:  
clerk@alrewasparishcouncil.org.uk

## APPLICATION FORM FOR A FINANCIAL GRANT

- 1 Alrewas Parish Council is **not** a body that is equipped to award substantial grants and donations. There are many other organisations, both within the Public and Private sectors, which are better equipped and funded. All the money this Parish Council spends comes from a precept on Council Tax Payers within the Parish.
- 2 However the Parish Council will give consideration to applications received for awards from local organisations normally located within the Parish. Each financial year a small number of grants will be allocated. Generally no single award will be greater than £1000 and most will tend to be much smaller.
- 3 The fact that you (or your organisation) may have received a grant in a previous year does not prevent you from applying again this year, nor does it guarantee you will be successful in receiving a further award in any following year.
- 4 Awards will generally not be granted to commercial organisations.
- 5 Awards will be made only to organisations that can show a specific financial need and can clearly indicate the intended benefits to the Parish and its residents.
- 6 The Parish Council will require regular reports to show how the money has been used.
- 7 All awards will be extensively publicised within the district.
- 8 In order to allow the Parish Council to consider your application fairly please give as much detail as possible. This will assist the decision making process.
- 9 Any money allocated by the Parish Council is specifically for the purpose agreed. The Parish Council reserves the right to clawback money allocated if:-
  - a Insufficient information is provided to show how the money has been used.
  - b The money has been used for a purpose other than that for which it was originally awarded.
- 10 All applications must be sent via the Clerk to the Parish who will acknowledge receipt within seven days.
- 11 Grant applications will be considered at the next full Parish Council meeting following receipt of the form.
- 12 All correspondence must be directed via the Clerk to the Parish Council. If you wish to enquire about the progress of your application please contact the Clerk to the Parish whose address, telephone number and email address appears at the top of this document.

If you have any difficulty completing this form please contact the Parish Clerk for assistance.

<b>1</b>	<b>Name of Organisation</b>	
<b>2</b>	<b>Contact Person</b>  <b>Name</b>  <b>Position in organisation</b>  <b>Address</b>  <b>Post Code</b>  <b>Telephone number</b>  <b>Email</b>	
<b>3</b>	<b>Describe the role of your organisation and the work it undertakes for the benefit of the inhabitants of Alrewas Parish Council</b>	
<b>4</b>	<b>Approximately how many of the residents of the Parish benefit from the services of your organisation?</b>	
<b>5</b>	<b>Approximately how many of the residents of the Parish are members of your organisation?</b>	
<b>6</b>	<b>How much grant are you seeking?</b>	
<b>7</b>	<b>Give full details of the purpose for which the grant is required, with financial details of the proposed scheme and/or funding requirement.</b> Continue on a separate sheet if necessary.	
<b>8</b>	<b>Give details of any grants received from the Parish Council in the past four years.</b>	
<b>9</b>	<b>Give details of any grants received from other sources in the past two years</b> (please include the date and amount of grant) .	
<b>10</b>	<b>Is your organisation making bids to other funding sources to cover the subject of this application?</b> If <b>yes</b> please give details	<b>Yes/No</b>

11	<b>Where did you find out about grants from the Parish Council?</b>	
12	<b>Please give the bank account name (ie the payee) to which any grant cheque awarded should be made payable</b>	
13	<p><b>Declaration:</b> I declare that the information given on this application form is true to the best of my knowledge and belief</p> <p><b>Signed</b></p> <p><b>Position in the organisation</b></p> <p><b>Date</b></p>	

Please return to the Clerk: [clerk@alrewasparishcouncil.org.uk](mailto:clerk@alrewasparishcouncil.org.uk)