



**Oswestry Rural Parish Council**

**GRANT APPLICATION FORM**

This application form is designed for voluntary or charitable organisations. The Parish Council is ruled by statute and will only give financial assistance that will promote and/or improve environmental, social and economic well-being.

For assistance with the completion of this form, please refer to the Parish Council’s Community Grant Policy.

**1. Name of applicant**

This should be the name of your group, organisation, or project.

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**2. Main contact for this application**

Name:	
Position:	

**3. Main contact address for your group/organisation/project**

	Post code:

**4. Telephone**

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**5. Email**

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**6. Location of where your group/organisation meets**

	Post code:

**7. Details of your organisation/group/project**

Briefly describe your aims and objectives.

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## Oswestry Rural Parish Council

### 8. Status

If your organisation is a registered charity, please provide the charity number.

### 9. Beneficiaries

Give brief details of who benefits from your activities.

### 10. National Bodies

If you are affiliated to, or are working in partnership with, other bodies, please state who they are.

### 11. Other Funders

The Parish Council may not be able to meet your entire request. Please list other bodies that you have applied to for funding and the amount applied for.

Funding Body	Amount £

### 12. Reason for grant

Please give details of the reason for the grant.

### 13. Amount required

£

### 14. Cost of Project

What is the total cost of the project?

£



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### 15. Financial status

Please provide details of your most recent annual accounts. If you do not prepare annual accounts, please provide copies of bank statements for the last six months. (We regret that a grant will not be considered without financial information.)

FINANCIAL INFORMATION	£
Year ending:	
Income:	
Less expenditure:	
Profit/loss:	
Add savings/reserves:	
Balance:	

### 16. Payee

If your application is successful, please state to whom the grant should be made payable. **PAYMENT CANNOT BE MADE TO INDIVIDUALS.**

Payee:			
Bank account details:	Sort code:		Account no:

### 17. Agreement

I confirm that the body named on this application has authorised me to sign this agreement and to act on their behalf. I certify to the best of my knowledge that the information provided is true and accurate. We agree to use the grant only for the purpose described at 12 above.

### 18. Signature of main contact or authorised signatory

Signed:	
Date:	

### Conditions

If requested to do so we shall provide the Parish Council with details of expenditure incurred and shall keep and make available to the Council all financial records and accounts, including receipts for items purchased with this grant, for a period of up to two years.

We shall acknowledge this grant in our annual accounts and any promotional publicity related to the supported activity.

We shall spend this grant within one year from the date of the payment and we undertake to seek the Parish Council's agreement if we wish to use the funding for purposes other than stated in this application.

The Parish Council reserves the right to ask for repayment of the grant in the following circumstances:

- If we breach this agreement.
- If we have submitted any dishonest or misleading information to support this application.
- If the grant is not spent within twelve months of receipt.
- If we cease to exist, become insolvent, go into administration, receivership or liquidation.



## Oswestry Rural Parish Council

We agree to these terms and conditions until the grant is spent in full.

Name:	
Position:	
Signed:	
Date:	

Please return this completed form with the following documents:

- A copy of your latest accounts and bank statements.
- Supporting evidence of the cost of the project (e.g. invoices or estimates).
- A copy of the minutes at which it was agreed to apply for grant aid.
- A copy of your constitution or rules or statement of aims and objectives.

Closing date for applications is 31 January. Applications received after this date will not be considered until the next financial year.

Adopted:	December 2018
Reviewed:	26 May 2020
Minute no:	693/20(a)
Next review date:	May 2023