

Grant Application Form



Please read the guidelines before completing this form. Please use black ink and block capitals. Applications will only be considered if accompanied by a copy of up to date examined accounts in support of this application and your group's constitution. Should you need to use additional sheets, please ensure the name of the organisation is on each sheet.

Your Organisation

Please provide the following information about your organisation:

Name of Group/Organisation:

Address:

Contact Name:

Position:

Email:

Telephone (evening & mobile):.....

Description of the Group/Organisation's activities including aims and objectives:
.....
.....
.....

How long has the Group/Organisation been in existence?

Do you have a 'Parent' or 'Umbrella' organisation?.....

Application

Please provide the following information about your grant application:

Brief description of project/activity:.....
.....
.....

Who will benefit from the grant?:

What number are Longstanton residents:.....

Total cost of project/activity:

Total cost of grant applied for:

.....
.....

Additional Information

Please use this space to enter any further comments you wish to make to support this application. If you need any further space, please attach a separate sheet

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.....

Financial Situation

All applications must be accompanied by the following financial information. *If you do not supply this information, your application will not be considered unless previously agreed in writing by the Council.*

- A copy of your latest approved statement of Income and Expenditure or other financial report which indicates your financial position, or
- Photocopy of bank statements cover the past six months
- A statement of your capital assets, if any.

If you are unable to supply this information, please contact the Parish Council for advice before submitting this application.

Signed: **Date:**

Please return to The Parish Clerk, Longstanton Parish Council, 24 High Street, Longstanton, Cambridge CB24 3BS

If you have any queries, please contact the Parish Clerk on 01954 782323 or email clerk@longstanton-pc.gov.uk