****

**COLEHILL PARISH COUNCIL**

**GRANTS AND DONATIONS APPLICATION FORM**

**Before completing this form, please read the instruction notes as these provide examples of why grants may be refused.**

**It is important that all information is included on this form.** **The Council will not accept covering letters and will not accept any new information once a decision has been made.**

**Completed forms must be emailed to:** [**Clerk@colehill.gov.uk**](mailto:Clerk@colehill.gov.uk) **(Note, only digital forms will be accepted)**

**Requests for grants can be made at any time from 1st April to 31st January. If successful, payment will normally be made within 3 months of application.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Name of organisation** |  | | |
| **Address** |  | | |
|  | | | **Postcode** |
| **Email address** | | **Telephone number** | |
| **Please state the account name, sort code and account number for payment into:** | | **Please state the amount of grant required:**  **£**  *(There is no guarantee that this amount will be granted)* | |
| **Please state the dates covering the application (if applicable):** | | | |

|  |  |
| --- | --- |
| **1.** | **How will you spend the money if you are successful in obtaining a grant?** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  |  | | | |
| **2.** | **Have you applied for a grant or loan from any of the following:**  *(Please state the amount asked for if an application is pending, the amount granted if approved, or the reason why a grant was refused)* | | | |
|  | | Amount  Pending  £ | Amount  Granted  £ | Reason for Refusal |
| Sports Council | |  |  |  |
| Bank | |  |  |  |
| Private/Commercial Sponsor | |  |  |  |
| Dorset Playing Fields Association | |  |  |  |
| Other organisation or council | |  |  |  |

|  |  |  |
| --- | --- | --- |
| **3.** | **How will a grant improve your organisation?** | |
| **4.** | **How many of your members are residents in the parish of Colehill?** |  |
| **5.** | **What are the objectives of your organisation?** | |

|  |  |
| --- | --- |
|  |  |
| **6.** | **What restrictions exist on who can join your organisation?** |
| **7.** | **If you have been issued with a Council grant previously please explain how it was spent.** |
| **8.** | **How will this grant benefit the residents of Colehill?** |
| **9.** | **Do you have secure tenure at the project site and if you do what type is it?** |
| **10.** | **What facilities are available for disabled people within your organisation?** |

|  |  |
| --- | --- |
| **11.** | **Have you made any environmental improvements in the last 12 months?** |
| **12.** | **Do you have any environmental improvements planned for the next 12 months?** |
| **11.** | **Please provide any other comments you would like to make here** (Please do not add extra pages): |

|  |  |
| --- | --- |
| **Please enclose with this application the following information, as appropriate:** | |
| 1. **A copy of your organisation’s constitution.** | 1. **A copy of your most recent audited accounts.** |
| 1. **Any letters of confirmation or other grants/loans secured.** | 1. **Business plan for the future operation of your club/organisation.** |

|  |  |
| --- | --- |
| Signature: | Please print name: |
| Date: |  |