

LONG ITCHINGTON PARISH COUNCIL

Small Grant Application Form

email: parishcouncil@longitchington.com

Please refer to the small grants policy, criteria and notes at the end of this form before submitting your application. If you need any assistance, please contact us.

Name of Group / Organisation:

Main Contact Name:

Contact address:

Daytime phone number of contact:

Contact e-mail address:

Are you a newly formed group? (*less than 1 year*) Yes No

How long has your group been operating?

Do you have a voluntary management committee / steering group? Yes No

Does your group have a formal constitution? Yes No

Does your group have an equal opportunities policy / statement? Yes No

Does your group have an annual record of accounts? Yes No

Please describe your groups main activities:

How much are you applying for?

What is the grant for?

Please provide a breakdown of how the grant will spent.

How will Long Itchington Parish benefit from it?

If successful, your grant will be paid by bank transfer. Please provide your bank account details below or the details of who a cheque should be made payable to.

Please read the following important terms and conditions carefully.

In submitting this application you assert;

You are an official representative of your group and are authorized to apply for funding on their behalf.

Your details can be held with Long Itchington Parish Council in accordance with the Data Protection Act to administer the grants process.

The information provided in this application is a fair and accurate description of your group and the project for which you are seeking funding. Misleading or inaccurate information may result in your application being rejected.

Information about your group and your project may be made available as part of Long Itchington Parish Council's decision-making system. Personal contact details and bank details will not be made public.

You will provide Long Itchington Parish Council with any evidence or monitoring information they request to ensure that any grant awarded has been spent in accordance with this application and any other terms and conditions.

Declaration

I confirm that the information given in this application is a fair and accurate description of our group and our proposed project.

I am authorized to apply for funding on behalf of the group and agree to abide by the terms and conditions of the grants process.

Name:

Signature:

Position in Organisation:

Date:

For Office Use Only

Date Reviewed by LIPC:

Grant Awarded: **YES** **NO**

Grant Amount: £

Payment made via BACS or Cheque.