

# Brixton Parish Council



## Grant Scheme Application Form

|   |          |
|---|----------|
| <b>1. Organisation Name:</b>  |          |
| <b>2. Type of organisation: (e.g. charity/ community group)</b>   |          |
| <b>3. Does your organisation have a constitution?<br/>When was it approved / last reviewed?</b>                         |          |
| <b>4. Describe how the funding would be used:</b>   |          |
| <b>5. What is the total cost of the purchase or project?</b>  | <b>£</b> |
| <b>6. How much money are you applying for?</b>  | <b>£</b> |
| <b>7. How will this purchase or project benefit some or all the residents in the Parish?</b>                            |          |
| <b>8. If the grant does not cover the full cost of the purchase/project, how will the rest of the cost be financed?</b> |          |

**Please include below any other information which you consider to be relevant to your application.**

#### **CHECKLIST**

Please enclose the following with your application. We will only process your application when we have received them. Incomplete applications will be returned for completion, those received after the agenda has been published will be deferred to the next meeting.

**Documents required for all applications:**

- A completed application form.
- A copy of the most recent bank statement.
- A copy of your current constitution.

**Council may require further information**, which would be a set of the latest published annual accounts. We will inform you if these are required so there is no need to send them with your initial application.

Please forward the completed application form with all supporting documentation to [clerk@brixtonparishcouncil.gov.uk](mailto:clerk@brixtonparishcouncil.gov.uk)

***You are advised to keep a copy of this application for your own records.***

| <b>CONTACT DETAILS</b>  |                                  |
|---|----------------------------------|
| 1. <b>Name of organisation:</b>   |                                  |
| 2. <b>Contact person for this application:</b>  |                                  |
| 3. <b>Position held (eg Chairman, Secretary, Trustee etc):</b>  |                                  |
| 4. <b>Address where the organisation is based:</b>  |                                  |
| 5. <b>Correspondence address</b> (if different to the above):   |                                  |
| 6. <b>Email address:</b>  | <b>Daytime telephone number:</b> |
| 7. <b>Bank account name:</b>  |                                  |
| <b>DECLARATION</b>  |                                  |
| <p>This declaration must be signed by an authorised person within the organisation or group, eg Committee Member, Office Holder, Trustee, etc.</p> <ol style="list-style-type: none"> <li>1. I am authorised to make the application on behalf of the above organisation.</li> <li>2. I have read and noted the Council's criteria relating to this application and agree to abide by the conditions listed if a grant is awarded by the Council.</li> <li>3. I certify that the information contained in and with this application is correct.</li> <li>4. I give permission for the Council to record the details of my organisation and my contact details and to retain the information as long as required.</li> </ol> |                                  |
| <b>Signed</b>   | <b>Date</b>                      |
| <b>Position</b>   |                                  |

The Council declares that all personal information provided will be processed in accordance with the Council's Privacy Notice, which can be viewed on the website or can be supplied on request.