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**SHENSTONE PARISH COUNCIL**  
**Serving Little Aston, Shenstone, Stonnall, Shenstone Wood**

**Parish Council Office 25C Main Street Shenstone WS14**

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### **Parish Council Community Grant Application Form**

*Use this form to apply for funding to support community-benefiting projects.*

#### **COMMUNITY GRANT APPLICATION FORM**

### Section One: Your Contact Details.

<b>Name of Organisation:</b>	
<b>Address:</b>	
<b>Telephone Number</b>	<b>Email:</b>
<b>Charity Number (if applicable):</b>	
<b>Contact Name &amp; Position in Organisation:</b>	
<b>Address (if different from above):</b>	
<b>Telephone Number (if different from above):</b>	

### Section Two: Information on your Organisation and the Community Benefits it Delivers

Describe briefly what you do:
Detail where these activities happen:
Detail how the funding will be used. E.g. to support ongoing activities or a specialist project. Overview and plans and timescales for delivery.
A brief description of the community benefit:
Who are beneficiaries and approximately how many are there:

## Section Three: Financial Breakdown – Details on how the Grant will be used.

Brief details of Expenditure	Funding Requested from Shenstone Parish Council	Secured Funding	Pending Funding (If applicable)	Total Cost
Total Cost				

## Section Four: Required Documents and Information

<p><b>Please tick to confirm you have enclosed a copy of your organisation's:</b></p> <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> most recent accounts -</li> <li><input checked="" type="checkbox"/> most recent bank statement(s) for <u>all</u> bank accounts</li> <li><input checked="" type="checkbox"/> Constitution – if applicable</li> </ul> <p><b>Please supply the following information in order for the grant to be paid into your organisation's bank account:</b>  <b>Account Name:</b>  <b>Account Number:</b>  <b>Bank Sort Code:</b></p>	<p>For official use only- inspected and approved:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> most recent accounts</li> <li><input type="checkbox"/> most recent bank statement(s) for <u>all</u> bank accounts</li> <li><input type="checkbox"/> Constitution</li> <li><input type="checkbox"/> Application approved</li> <li><input type="checkbox"/> Application declined</li> </ul> <p>Reason:</p>
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## Section Five: Declaration

<b>DECLARATION</b>	
<p>This declaration must be signed by an authorised person within the organisation or group, e.g. Committee Member, Office Holder or Trustee.</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 Parish Council.</li> <li>3. I certify that the information contained in this application is correct.</li> <li>4. If the information in the application changes in any way, I will inform the Parish Council.</li> <li>5. I give permission for the Parish Council to record the details of my organisation electronically and to contact my organisation by phone, mail or email regarding this application.</li> <li>6. If the application is successful, I give permission for the Parish Council to publicise the project/activity in the local media and on its website.</li> <li>7. I agree to provide written confirmation of receipt of the grant.</li> <li>8. I agree to provide written confirmation of how the grant was spent.</li> </ol> <p>9. I agree to repay any grant not used for the purpose specified on the application form.</p>	
<b>Signed:</b>	<b>Date:</b>