

Barcombe Parish Council Community Grant Application Form

Before applying to the Parish Council you are asked to consider grants available from other sources. The Council maintains a list of such grants (available from the Parish Clerk or on the Parish Council website www.barcomepc.net) and all community groups are asked to first apply for any relevant grants before applying to the Parish Council.

Please fill in all sections.

Should you wish to expand on a question please enclose additional information separately.

Only one project per application. Declaration at end of form must be signed and dated.

When completed please return this application form by email to: clerk@barcomepc.net or post to:

Julia Shelley, Barcombe Parish Council, Upper Morgans, Shortbridge Road, Piltdown TN22 3XA

1. Your club, team or society	
Name of club, team or society:	
Contact name:	
Position in club, team or society:	
Address for correspondence:	
Telephone number:	
Email address:	
Web address, Facebook, Twitter etc.	
2. Details of your club, team or society	
Brief description of your group, for example, it's aims, how the community benefits from your group and the activities, events or fixtures you have undertaken during the last year.	

How long has it been in existence?	
Is it run by a committee? If yes, how many committee members are there and how are they appointed?	Yes/No
Can anyone join? If not what are the restrictions?	Yes/No
How often do you meet and where are meetings held?	
How many members do you have and what percentage of members live within Barcombe Parish?	
Does your club, team or society receive funding from other sources? If yes, please give details.	Yes/No
Have you considered funding from other bodies relevant to your club, team or society? For example related to your sporting activity? Please give details.	Yes/No Comment:
Have you previously received a grant from Barcombe Parish Council? If yes, please give details.	Yes/No
3. About the project	
How much funding are you applying for?	
What is the total expected project cost?	
If you are not applying for the total project cost, how do you plan to fund the remainder? If appropriate please provide evidence of further available funding.	
Have you applied for funding from any other source for this project? If yes, to whom did you apply, what is the status of your application and what was the outcome?	Yes/No

<p>Please give details of your proposed project and what you wish to use any grant awarded for? (Please provide as much information as possible and continue on a separate sheet if required.)</p>	
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Please complete the following declaration

I declare that the information given is correct and if the application is successful agree to adhere to the conditions laid out in Barcombe Parish Council's Community Grants Policy.

Name	
Position in club, team or society	
Signature	
Date	

Barcombe Parish Council Community Grants Policy

About the Barcombe Parish Council Community Grants

The Parish Council has very limited funds. On occasion the Council is allocated additional funding (for example windfalls from local activities) which the Council then intend to distribute to worthy local community groups.

Before applying to the Parish Council you are asked to consider grants available from other sources. The Council maintains a list of such grants (available from the Parish Clerk or on the Parish Council website) and all community groups are asked to first apply for any relevant grants before applying to the Parish Council.

When and how should an application be made?

The Council will accept applications at any time of the year. However the decision to provide the grant will be determined by the Parish Council budget at that time and whether any grants have been provided to the Parish Council for distributing to the community.

All applications are to be made on the full Community Grant Application Form that can be obtained from the Parish Clerk or the Parish Council website.

Please remember to photocopy your application for future reference.

Who can apply?

Local community groups, voluntary organisations and sports/recreational clubs can apply for a grant from the Parish Council. All applicants must be of a non-commercial nature.

The project for which funding is being applied for must be seen to be of benefit to residents of Barcombe Parish.

How can the grants be used and how are they decided?

Grants can normally only be used for capital projects and not for revenue support.

To be eligible for a grant the club, team or society shall not discriminate on grounds of racial origin, gender, disability and political or religious persuasion.

The Parish Councillors will review the application, discuss it at the next full Parish Council meeting where a decision will be made as to how the application will proceed. It is advised that the applicant attend this meeting. The Parish Clerk will then inform the applicant of the decision made. The decision is non-negotiable.

The Parish Council reserve the right to request further supporting documentation from the applicant, for example, your organisation's accounts, the project budget plan, evidence of other awards or your organisation's terms of reference or rules.

Grant conditions

Individuals are not allowed to apply for grants.

The grant can only be used for the purpose stated in the application and the Council reserves the right to reclaim any grant not being used for the specified purpose of the application. Prior approval of the Council is required if any change of purpose of the grant is planned.

Should the organisation, club, team or society disband for any reason, during the period of the grant, the Council may ask for all or part of the monies to be paid back.

The Council reserves the right to monitor the use of the grant. The organisation, club, team or society must contact the Council before disposing of any equipment or resources purchased or part purchased with a grant from the Council.

Acknowledgement of the financial support received from the Council is required on documentation and any promotional literature or other media operation.

More than one project may be comprised in a grant, though one completed application form per project is required.

Further Information

For further information, please contact Julia Shelley, Parish Clerk:

Telephone: 01825 766356 or email: clerk@barcomepc.net