

**BATHAMPTON PARISH COUNCIL
GRANT APPLICATION FORM**

A. Your organisation

Please give us the following information about your organisation:

Name of Organisation:

Address:.....

..... Post Code:

Description of your organisation's activities. Please list your aims and objectives.

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B. Contact Details

Name of contact:

Position:

Address for correspondence (if different from above):

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..... Post Code:

Tel:.....(daytime)(mobile)

Email:

C. Bank details for payment of grant if successful

Account name.....

A/c number.....

Sort Code.....

D. Your Application

a) Brief description of project or scheme for which grant is intended

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b) Who will benefit from the proposed project or scheme and how many of these are Bathampton residents?

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c) Total cost of project or scheme: £..... d) How much are you applying for? £.....

Please give an itemised breakdown and costings where possible:

ITEM	COST £
TOTAL	

d) Please give details on how your Organisation / Project is currently being funded?

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E. Previous Applications

Has your organisation previously applied for a grant from this Parish Council? If YES, please give details on how the previous grant awarded to you was spent?

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F. Additional Information

Are there any other comments you wish to make to support this application? Please give this information below, or attach a separate sheet:

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G. Your Financial Situation

All applications must be accompanied by the following financial information: **If you do not supply this information your application will not be considered unless previously agreed in writing by the Council.**

- Please provide information which shows your organisations annual income and expenditure.
- Information which shows reserves held or assets that the organisation can call upon.

If you are unable to supply this information, please contact the Parish Council for advice before submitting this application

Signed:.....

Date:

Please return to Parish Clerk, Bathampton Parish Council, 69 Holcombe Close, Bathampton, Bath, BA2 6UP or email to Bathamptonparishclerk@gmail.com. All applications will be considered by the Council's finance committee and ratified by Full Council.

Successful applicants must inform the Council six months from receipt of the grant being awarded (or a mutually agreed alternative date) detailing the progress and how the Parish Council's grant is being spent.

If you have any queries, please contact the Parish Clerk on 07980627391 or email bathamptonparishclerk@gmail.com

FOR OFFICE USE ONLY

Date received:.....

Grant awarded:.....

Amount:.....

Terms and conditions:

The Amount awarded will be at the discretion of the Parish Council and will be awarded to voluntary groups and societies, clubs, not-for-profit organisations, charities operating within Bathampton and of benefit to the local community. Groups from outside of the Parish who can demonstrate direct benefit to the Bathampton community will also be considered. If the grant is used for the purpose other than those for which it was awarded without the prior approval of the Parish Council, the recipient or group will be required to repay the grant in full to the Parish Council. Please ensure all sections of the form are complete before submitting.

How will the application be assessed?

The Parish Council will consider how the grant will provide benefit to the local community, how the organisation intends to spend the grant and whether the costs provided are appropriate and realistic.