



WEST MEON PARISH COUNCIL

APPLICATION FOR GRANT - ORGANISATION/GROUP ONLY

[Please read the PC's Grants Policy before completing this form, to ensure that you can comply with all requirements.]

Please Note: This form **MUST** be completed **IN FULL** before the Council will consider any grant application. Applications must also enclose copies of their organisation's **CONSTITUTION**, their most recent **ANNUAL REPORT**, their last **AGM MINUTES**, & a copy of their most recent published **ANNUAL ACCOUNTS**.

1. FULL NAME OF APPLICANT (Charity/Organisation):
2. FULL POSTAL AND E-MAIL ADDRESS OF APPLICANT (Charity/Organisation): ADDRESS: POST CODE: E-MAIL:

PART ONE

3. Registered charity no. (if applicable):	4. Telephone no.:
5. Full NAME of organisation's delegated contact:	6. Position/title of nominated contact:
7. Please describe your organisation's aims and objectives:	
8. Does your organisation work SOLELY for the benefit of the people of WEST MEON?	9. If "YES" how many WEST MEON residents benefit on a regular basis from your organisation?

10. If the answer to question 8 is "NO", please specify the geographical areas that you provide for and the number of persons that regularly benefit from your Charity or organisation.

11. If your organisation is OUTSIDE WEST MEON, how many WEST MEON residents do (or will) regularly benefit from the services you provide?

12. Are you seeking Grant Aid from other sources (e.g. WCC, Hampshire CC etc.)? Please specify below:

13. How many UNPAID VOLUNTEERS do you have?		14. How many FULL-TIME PAID staff?		15. How many PART-TIME PAID staff?	
16. Have you ever received a grant from West Meon Parish Council at any time in the past?		17. If "YES", please enter month, year & amount. DATE when grant awarded? _____ AMOUNT awarded? £ _____			

PART TWO - ABOUT YOUR GRANT APPLICATION

18. What GRANT SUM are you applying for to WEST MEON PARISH COUNCIL? (This should not exceed £500.) <i>Please enter the amount applied for IN FIGURES, in the box on the right.</i>	£
19. Please provide your bank account number and sort code:	A/c no: Sort code:
20. Is your organisation registered for VAT (i.e. can you claim input tax/VAT)?	
21. Please specify what the grant would be used for (e.g. capital project, running costs etc.):	

24. Please give any additional information that you feel is relevant, or will support the grant application e.g. any fund raising events undertaken by your organisation, & any amounts raised other than grant applications.

22. If the grant is towards a PROJECT DEVELOPMENT, do you require formal planning consent?	
23. If the grant is to be used for a PROJECT, when do you expect to start and finish?	Start: Finish:

PLEASE NOTE: If your grant application is successful, whether in whole or in part, it would be conditional upon you (i.e. your organisation) acknowledging WEST MEON PARISH COUNCIL in your Annual Report, or in any other publication [newsletter, magazine etc.] relevant to your organisation. **In signing this grant application, you agree to be bound by this condition.**

Signed: _____

Dated: _____

You are very welcome to attend the Parish Council meeting where your grant application will be discussed.

Please return your completed form and supporting documents to the Clerk at clerk@westmeon-pc.gov.uk or 17 Stewarts Green, Hambledon, Hampshire, PO7 4SU.