

**WARBLETON PARISH COUNCIL**

**GRANT APPLICATION 2023/24**

The window for applying for a Parish Council grant runs from 13<sup>th</sup> September 2021 to 15<sup>th</sup> November 2022. Applications received after this date will not be considered.

Grant applications will be decided by the Parish Council in January 2023. The timing of any grant will be at the discretion of the Parish Council and any grant awarded will be paid during the 2023/24 financial year, commencing 1<sup>st</sup> April 2023.

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Name of Organisation.....

Contact Person.....

Address.....  
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Tel No/Email.....

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**About Your Organisation**

1. Briefly explain the aims and objectives of your organisation.....

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2. Are you a registered charity?.....

If yes, charity no .....

3. Are you a commercial or non-profit making organisation?.....
4. How many members do you have?.....  
 How many are juniors.....  
 Age range.....  
 How many are seniors.....  
 How many are disabled.....  
 How many live in this Parish.....

**About the Grant**

5. What is the grant to be used for (include a brief description of who/what will benefit from the grant).....

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6. Sum requested £.....Total cost of project £.....

7. What other sources of funding have you investigated and what amounts have been raised?.....

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8. What would happen if this request for a grant is unsuccessful?

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**Additional Information**

9. Please give any additional information which you feel to be relevant, including details of any funds received from public bodies during 2020/21, due to the CoVid pandemic.

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**Date**.....

**Signed** .....

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**Grant Application – Guidance Notes**

1. The Parish Council, when considering grants, will give priority to those groups and organisations which can demonstrate that other fund-raising efforts have been made.
2. Grants will normally only be given towards specific items of expenditure – i.e. equipment or capital projects and will only be paid on production of a receipted invoice. They will normally not exceed 50% of the total cost of the project.
3. Requests for grants must be accompanied by either audited accounts, (in the case of a Registered Charity to include a copy of the Trustees Annual Report to the Charity Commission), or a business plan for a new organisation or group. Note: please contact the Parish Clerk, if this is not possible.
4. Grants will not normally be made available to commercial or national organisations, statutory bodies or groups from outside the parish unless there are identifiable benefits to residents of the parish.
5. If part or all of the grant is unspent, the Parish Council reserves the right to request that any unspent funds are repaid

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Forms to be returned to (by email if possible):

Jackie Cottrell, Parish Clerk  
Warbleton Parish Council  
4 Kingsmarsh Cottages, Five Ashes, Mayfield, East Sussex, TN20 6JE

Email: [warbletonparishcouncil@gmail.com](mailto:warbletonparishcouncil@gmail.com)