



WHITTINGHAM, CALLALY & ALNHAM PARISH COUNCIL

<https://northumberlandparishes.uk/whittingham>

Clerk: Sarah Trushell | whittinghampc29@gmail.com | 07455 004164

Grant Application Form

The information provided on this form will be treated as confidential and used for grant related purposes only. Processing, whether by computer or otherwise, will take place in accordance with the Data Protection Act 2018 and the General Data Protection Regulation. By completing this form, you will be providing the Council with your consent to this use

► Name of Organisation

► Contact Details

Title (Mr/Mrs/Miss/Ms/Other)

First Names:

Last Name:

Position in Organisation:

Address:

Postcode:

Telephone Number:

Email Address:

Are you or any members of your organisation related to any elected member or employee of the Council? If so, please give details:

► Purpose / Aims of Organisation:

► Size of Organisation / Number of Members:



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► Purpose for which the Grant is required:

Please include details on who will benefit from the project or scheme requiring funding

► Total cost of the project or scheme requiring funding where appropriate:

► Amount of Grant applied for:

► Annual Budget:

Please include details on any anticipated income (including grants applied for and sources of other funding) and any proposed expenditure. Please attach a copy of the organisation's most recent set of accounts or business plan if available



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► Account of Activities over the Previous Year where appropriate:

► Account of Plans for Forthcoming Year:

► Previous Applications:

Please provide details of any previous financial assistance provided by the Council to include dates, details of any schemes or projects and the amount received from the Council.

Note: this application will not be considered if the Parish Council granted an award in the previous funding round.

► Does your service / project involve work with children, young people under the age of 18 or vulnerable adults?

☐ YES | ☐ NO

If yes, as a minimum we expect you to:

- have safeguarding policies in place that are appropriate to your organisation's work and the project you are asking us to fund
- review your safeguarding policies at least every year
- complete a rigorous recruitment and selection process for staff and volunteers who work with children, young people or vulnerable adults, including checking criminal records and taking up references
- check criminal records at least every three years
- follow statutory or best practice guidance on appropriate ratios of staff or volunteers to children, young people or vulnerable adults
- Provide child protection and health and safety training or guidance for staff and volunteers
- carry out a risk assessment, if appropriate
- secure extra insurance cover, if appropriate

Does your organisation meet these requirements? ☐ YES | ☐ NO | ☐ N/A

► **Additional Information:**

Please provide any additional information you may consider relevant or helpful to the Council when considering this application

► **Declaration:**

I declare that to the best of my knowledge and belief, all particulars and information provided in this document are correct and complete.

I understand that any false declaration or misleading information or any significant omission may result in the rejection of the application or repayment of any grant aid subsequently provided.

Signed: _____



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Date:
► Details for Payment:
Account Name:
Account Number:
Sort Code:

Your application must be accompanied by a copy of your most recent published financial accounts where applicable. Grant applications should be returned within the bi-annual submission windows in December and June, for consideration at the January and July Parish Council meetings.

For assistance in filling out this form, please contact the Parish Clerk.