



BRADFIELD PARISH COUNCIL

Clerk to the Council: Mr Sean Cooke
Bradfield Village Hall, The Street, Bradfield, Essex CO11 2UU Tel: 07851 760264
E-mail: clerk@bradfieldparishcouncil.org.uk

Grant application form

Notes

We may request:

- 1) A copy of your most recent accounts
- 2) Your constitution or set of rules
- 3) Any supporting evidence for the need of the project
- 4) Evidence of secured funding or applications for other funding
- 5) Estimates for work/equipment
- 6) If the question is not applicable, please write **NA**

Question 1: Information about you or your organisation

1a. Your organisation's name

1b. Your Project Name

1c. Your organisation's official address

1d. Main contact name, position and phone number

This must be somebody who we can contact to talk about the application

1e. Address for correspondence if different from above

1f. If your organisation is a registered charity, please give the charity registration number

1g. What are the main activities of your organisation

Question 2: General information about your project

2a. Please describe the project location or venue

2b. Give a brief description of the project

Please tell us what this project is about and what its aims are, please continue on another sheet if necessary

2c. What is the intended final outcome(s) of your project?

2d. Brief Timetable for the project from beginning to end

Give the proposed start and finish date of the project. List proposed stages or activities and say when they will happen. If you have already done some preparation work or research please list this as well.

Question 3: Finance and Other Funding

3a. Please indicate what your organisation has done to obtain funding from other sources

Include letters of completed applications from other bodies, sponsorship from local businesses etc.

3b. Please indicate what fund raising events your organisation has carried out or plans to carry out to raise funds for this project

3c. Please indicate how much your organisation intends to contribute to this project from its own reserves

3d. Tell us how much money you need for your project & give a breakdown of what the money is for

Item or Activity	Total Cost

3e. How much are you requesting from Bradfield Parish Council £

3f. Does your organisation have a bank account Yes / No

If Yes i) what is the account name?

ii) what is the current balance? £

3g. Does your organisation hold any savings or investment accounts? Yes / No

If Yes what is the current balance? £

Declaration

I confirm that I am authorised to sign this declaration. The information in it is correct to the best of my knowledge. If this application is successful the grant will only be used for the purposes specified in this application.

Signed: **Date:**

Position (if applicable):

Return Completed forms to: Mr Sean Cooke, Clerk to the Parish Council.

Bradfield Village Hall. The Street, Bradfield, Essex CO11 2UU

Email: clerk@bradfieldparishcouncil.org.uk