HARGRAVE & HUXLEY PARISH COUNCIL

GRANT APPLICATION FORM

Applicant's Details

Name of Organisation ……

Name of Contact ……

Address for correspondence (inc. payments)
……
……
……
……

Contact Telephone Number: Day …….. Evening ……

E-mail Address ……..

Does the organisation have it's own bank account? YES / NO

Organisations Account Name: ……
Bank Name: ……..
Bank Account Number: ……
Bank Account Sort Code: ……

Is your organisation affiliated to a National 'umbrella' or 'parent' organisation? YES / NO
IF YES, Please give details.
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……

Application Details

Amount of money you are requesting ……

Is this the total amount required for the project? YES / NO
IF NO, Please give details of other sources of money including fundraising.
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……

Project Timescales:
Start date: End Date:

Project aims/Objectives:
Please provide a short overview of your project including:
What is the aim of the project? What your project will achieve?
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……

Why is the project/asset needed?
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……

What is the lifetime of the project/asset? ……

What are the tangible benefits to the community of the project/asset?
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……

How many people will it benefit? ……

What percentage of the people are residents of Hargrave and Huxley?
……

Are there any downsides to the project/asset?
(*Please explain)*

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……

Which of the following priorities does the Project meet and please explain how?

- Providing a service or delivering a project ☐
- Enhancing the quality of life ☐
- Promoting the local Community ☐

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……

I/We certify that the details given on this application are true and correct.

SIGNED…… DATE…….

Please return to the clerk at Hargrave and Huxley Parish Council, PO Box No 4,042, CHESTER CH1 9XX
E-mail clerk@hargravehuxleyparishcouncil.gov.uk

To be completed by 31st December following the grant being awarded and returned to the clerk.

End of Grant Report

Please provide evidence of how the grant monies awarded have been spent:

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Please provide evidence of how the grant monies have impacted the community.

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For any grant money over the value of £250 please submit invoices for the work carried out.
Please confirm if you are attaching invoices with your grant return Yes ☐ No ☐

I/We certify that the grant money awarded have been spent on the project agreed within the given timescale and understand that if the money has not be spent as agreed that the money will be returned to the Parish Council.

SIGNED…… DATE…….