

BLUNHAM PARISH COUNCIL COMMUNITY FUND GRANT APPLICATION

A Grant is any payment made by the Parish Council to be used by an organisation for a specific purpose that will benefit the Parish, or residents of the Parish, which is not directly controlled or administered by the Council. The Council awards grants at its discretion, to Parish organisations which can demonstrate a clear need for financial support to benefit the Parish by:

- Providing a service
- Enhancing the quality of life
- Improving the local natural or physical environment
- Promotion of the Parish of Blunham in a positive way.

	NAME OF GROUP/ORGANISATION	
1.	Name and address of person who should be contacted regarding this application.	Title.....First Name..... Surname..... Address..... Town.....County..... Post Code..... Tel: E-mail.....
	PROJECT/INITIATIVE	
2.	How much are you requesting from Blunham Parish Council?	
3.	How will this project/initiative benefit the residents of Blunham?	
4.	Please itemise how the grant money would be spent?	

5.	Please give details of any other grants awarded or applied for.	
6.	If you are successful in being awarded a grant, please provide bank details for the payment to go into. (Please note the bank account must be in the name of the organisation and not an individual)	

	GROUP/ORGANISATION DETAILS	
7.	What are your main aims and objectives?	
8.	Where do your main activities/projects take place?	
9.	Are you a registered charity?	Yes / No (Please circle as applicable) If yes, please give charity number.....
10.	Any other relevant information.	

Please confirm you have enclosed the following documents with this form:

Quotations/papers outlining cost of project/initiative ☐

Please confirm that you have read and understand the Terms and Conditions listed below ☐

**PLEASE RETURN THIS APPLICATION FORM TO BLUNHAM PARISH COUNCIL,
at clerk@blunham-pc.gov.uk**

BLUNHAM PARISH COUNCIL

COMMUNITY FUND APPLICATION TERMS & CONDITIONS

Please read these notes carefully before completing the form.

1. The Parish Council welcomes any supporting information that you believe will better explain and assist your application. If there is insufficient space on any part of the application form, please indicate and attach a separate note. The Parish Council may also invite applicants to attend a Parish Council meeting to give a presentation in support of their application and answer questions the Councillors may have.
2. When making your application the Parish Council will consider requests that adhere to some or all of the following criteria:
 - a) The grant can be for capital expenditure only up to £3,000.00. However, applications will be considered for other projects and events at the Parish Councils' discretion. Grants of £2,000 and over may require proof of match funding up to 20%, together with a copy of the most recent set of accounts. Bank statements may be requested for a grant of any amount. Events should be open to all residents.
 - b) Any project, time specific or ongoing can be considered for a grant.
 - c) The grant must be spent in accordance with the approved application and not for any other purpose.
 - d) The grant should be for a bona fide organisation and not an individual.
 - e) The grant is for non-political reasons.
 - f) Where a grant is given to a voluntary body, the body must be required within 12 months to state in writing the use to which the money has been put.
3. Requests will only be considered from the following categories:
 - a) A Blunham-based charity or not for profit group which has its own bank account.
 - b) An organisation serving the needs of the citizens of Blunham.
 - c) A Blunham-based club/association/organisation serving a specific section of the community, or the community as a whole.
4. The applicant must declare the full purpose of the grant and clearly define benefits derived from the funding.
5. There will be no change to the intended use of the grant without express written authority of the council.

6. Failure to achieve the specified purpose of the grant or unauthorised variation shall require the recipient to return the entire grant to the Parish Council.
7. Grants will not be awarded retrospectively.
8. The Community Fund budget for the following financial year is agreed each November as part of the Council's financial planning process. Each application will be assessed on its own merits. The Council reserves the right to refuse any grant application which it considers to be inappropriate or against the objectives of the Council.
9. The Parish Council makes grants to voluntary, cultural, charitable and sporting organisations for the benefit of the local community. They will take account of the objectives of the association and the degree of benefit arising from the grant in assessing its priorities.
10. If you have any queries or wish to discuss the application, please contact the Parish Clerk on 07563 527415, or clerk@blunham-pc.gov.uk