

**BROCKENHURST PARISH COUNCIL**

The Parish Council Office

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Application for a Parish Council Grant

You are welcome to apply for a grant using this form or by letter. Please complete questions 1-13. If you are applying by letter, you may attach the letter to this form and for questions 7-13, inclusive, just circle Yes or No in column 4 below to confirm your letter contains the requested information. Grants will not be provided to individuals or to commercial enterprises, and the project must benefit residents of this Parish.

Please also provide a copy of your organisation’s constitution and latest set of your annual accounts. If your organisation does not prepare annual accounts, copies of the bank statements covering the previous six months may be requested.

**Applications are considered by the Personnel & Resources committee who meet three times a year (see website for dates). Grant recommendations are made to the full council at the subsequent Parish Council meeting and applicants will be advised of the decision following this.**

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| --- | --- | --- | --- |
| 1. | Name of Organisation |  |  |
| 2. | Name, Address and Status of Contact |  |  |
| 3. | Email and Telephone Number of Contact |  |  |
| 4. | Is the Organisation either voluntary or charitable? | Yes/NoRegistered Charity No.(if applicable): |  |
| 5. | Amount of grant requested | £ |  |
| 6. | Details of the organisation’s bank account | Name:  Sort Code:  Account No.: |  |
| 8. | What will be the total cost of the above project? | £ | Detailed in letter Y/N |
| 9. | If the total cost of the project is more than the grant, how will the balance be financed? |  | Detailed in letter Y/N |
| 10. | Have you applied for grant for the same project to another organisation?  If so, which organisation and how much? |  | Detailed in letter Y/N |
| 11. | Who will benefit from the project? |  | Detailed in letter Y/N |
| 12. | Approximately how many of those who will benefit are Brockenhurst parishioners? |  | Detailed in letter Y/N |
| 13 | If awarded, please can you explain the impact of your project. Continue overleaf or on a separate sheet if necessary. |  | Detailed in letter Y/N |

Please use a separate sheet if you wish to add further information.

Signed……………………………Position…………………….…….Date…………………

On behalf of …………………………………………………………………………………..