

## **Grant Application Form**

Please complete the form in black ink and capital letters.

Details of Organisation:				
1.	Name of organisation:			
2.	Address for correspondence:			
3.	Contact name:			
	Position in organisation:			
4.	Telephone number:			
	Email:			
5.	Is the organisation a Registered Charity?			
	(If so, please provide charity number)			
6.	Summary of aims and objectives:			
7.	Number of members in the organisation:			
	Number of members resident in Lyng:			
	Number of members resident in Lyrig.			
8.	Details of Grant applied for:			
	What would the grant be used for?			
	How would it benefit Lyng Parish?			
	Total cost of project?			
	Total amount requested?			
	Funds available from the organisation's  own resources for this project.			
	own resources for this project.			

	<ul> <li>Are you applying to other organisations for funding?</li> </ul>			
9.	Bank Account Details:			
	Bank:			
	Sort Code:	Account No.:		
10.	Please indicate that, if requested by the Clerk, you can provide the following within 7 days to support your application when submitted to the Parish Council:			
	Estimates/costings to support the application.			
	The financial balance of your organisation (copy of latest bank balance).			
	A copy of the accounts for the last financial year, or if a newly formed organisation, then a copy of the budget and business plan.			
11.	Declaration:			
We confirm that we are making this application on behalf of the organisation named.				
We undertake on behalf of the organisation that any financial assistance offered will only be used for the purpose for which it has been granted and will be returned to Lyng Parish Council if it is not required for that purpose.				
We understand that any false declaration or information will result in the immediate rejection of this application and may disqualify any further application.				
Chairp	erson (print name):	Treasurer/Secretary (pr	int name):	
Signed	l:	Signed:		
Date:		Date:		
For and on behalf of (state organisation):				

Check List Please tick the boxes to confirm that you have dealt with each item.	Tick
Grant Awarding Policy read	
2. All sections completed in full	
3. Declaration and all proper signatures obtained	

If you require assistance in completing the application form or submitting the supporting information, please contact the Parish Clerk on 01603 879480:

Return this form and attachments to:

**Lyng Parish Council –** White House, Pettywell, Reepham, Norfolk, NR10 4RN Email; lyngpcclerk@gmail.com