COLNEY HEATH PARISH COUNCIL

Highfield Park Office	Colney Heath Village Office
Highfield Park Visitor Centre	83 High Street
Hill End Lane	Colney Heath
St Albans	Hertfordshire AL4 0NS
Hertfordshire AL4 0RA	

Tel: 01727 825314
Email: clerk@colneyheathparishcouncil.gov.uk

GRANT APPLICATION FORM

General information

Colney Heath Parish Council has a limited budget to make grants on a discretionary basis to voluntary organisations and community groups that provide services that benefit the economic, environmental and/or social well being of residents of the Parish of Colney Heath. This includes, but is not limited to:

- Capital grants for equipment

- Revenue grants to pay running costs and salaries for one year

- Funding for particular events

- Funding for particular projects

In deciding on the allocation of grants, the Parish Council will take into account the financial status of the organisation/group and who in the community will benefit from the grant.

To enable the Parish Council to make this assessment, please provide as much information as possible in order to support your application. Where information has been requested please indicate that the information asked for has been enclosed on the application.

Deadline for submission of second round applications is Monday 29th October 2018. Grants will next be considered at the November Parish Council meeting.

Please provide a name and contact details so that we can contact you			
Name			
Position in the organisation			
Address			
Telephone	**Home**	**Business**	**Mobile**
Email			
Data Protection Act	All the information you enter on the application form will be stored and held in accordance with the Data Protection Act 1998 and used by Colney Heath Parish Council for the purpose of analysing and recording grants.		

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Please give us details of your organisation/group	
Name of the organisation/group	
Where does the organisation meet?	
What are the aims of the organisation? How do these aims benefit the economic, environmental and/or social well being of residents of the Parish?	
Approximately how many and what type of Colney Heath Parish residents will benefit from the grant? (Please give a realistic figure and explain in words)	
How would the grant benefit the local Community within the Parish?	
If you are an educational, health or social group/organisation please describe how you are working in partnership with other groups?	
What areas within the Parish will the money be felt the most? **Colney Heath, Sleapshyde, Highfield Park, Tyttenhanger, Smallford, Oaklands.**	

GRANT APPLICATION FORM

Is it a registered charity?	Yes / No	Registered charity number

Please tell us the amount that you are applying for and how the money will be spent. Please provide as much supporting information as you can.

Amount	£
How the money will be spent	
Attach copies of quotes or other relevant documentation	
Please provide a copy of your latest audited accounts	
Please provide a copy of your written & approved aims, objectives, constitution and membership notes	
Please describe the governance and management arrangements for your organisation.	
What is the organisation's estimated income and expenditure for the year?	
Have you applied for any other grants in this financial year? Please provide details.	
Describe the extent to which funding has been sought and/or secured from fund-raising activities or detail any planned fundraising	
Please confirm that there is a bank account in the name of the organisation which 2 authorised reps are required to sign	

GRANT APPLICATION FORM

Any further information in support of your application **Include separate sheets in necessary**	

I confirm that, as far as I know, the information contained in this application is true and accurate.

Signed……………………………………………………………………………………………

Name…………………………………………………………………………………………..

Position in the organisation…………………………………………………………………….

....(date)