

DENBY DALE PARISH COUNCIL

SMALL GRANT APPLICATION FORM 2008-2009

Please complete this form in black ink and block capitals. You may continue on a blank sheet if necessary, but please put the name of your organisation on any additional sheets.

A. Your organisation

Please give us the following information about your organisation:

Name of Organisation:

Address:

.....

.....Post Code:

Description of your organisation's activities. Please list your aims and objectives.

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How long has your organisation been in existence?

B. Contact Details

Name of contract:

Position:

Address for correspondence (if different from above):

.....

.....

.....Post Code:

Tel:.....(daytime)(mobile)

Email:

C. Your Application

a) Brief description of project or scheme for which grant is intended

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b) Who will benefit from the proposed project or scheme?

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c) Total cost of project or scheme: £..... d) How much are you applying for? £.....

Please give an itemised breakdown of the expenditure for which this money which is being applied for. This must include evidence (i.e. suppliers' estimates or price lists) of the likely cost of all items of expenditure, e.g. goods or labour costs.

ITEM	COST £
TOTAL	

d) Have you made any grant application to any other body for grant aid for this project? Yes/No. If yes please give details:

Name of organisation applied to	Amount applied for	Date of Application	Amount Received

If you have received any other sources of funding, not specified above, please give details:

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D. Previous Applications

Has your organisation previously applied for a grant from this Parish Council? If YES, please give details of the project and the date and amount of any grant received.

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E. Additional Information

Are there any other comments you wish to make to support this application? Please give this information below, or attach a separate sheet:

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F. Your Financial Situation

All applications must be accompanied by the following financial information: **If you do not supply this information your application will not be considered.**

- A copy of your latest approved statement of income and expenditure or other financial report which indicates your financial position
- Photocopy of bank statements covering the past year
- A statement of your capital assets, if any

Signed:.....

Date:

Please return to Hazel Chowcat, Parish Clerk, Denby Dale Parish Council, Council Offices, Commercial Road, Skelmanthorpe, Huddersfield HD8 9DA by 24 October 2008. Late entries will not be accepted. All applications will be considered by the Council's finance committee at its meeting on 18 November 2008. You will be notified whether or not your application has been successful during the first week in December.

If you have any queries, please contact the Parish Clerk on 01484 222963 or email denbydaleparishcouncil@kirklees.gov.uk. The office is open Mondays and Tuesdays from 9am to 3.30am.

<p>FOR OFFICE USE ONLY Date received:..... Grant awarded:..... Amount:.....</p>
