



## Denby Dale Parish Council

### SCHOOL GRANT APPLICATION FORM

The information on this form will help the Parish Council process your application. There are help notes available for each question, but please contact us if there is anything you do not understand.

#### Q1. Contact details

Name of School:

Address

Postcode

Contact person

Name

Position

Daytime phone number

Evening phone number

Email address

#### Q2. Describe the project or activity you want the grant for

A large empty rectangular box provided for the applicant to describe the project or activity they want the grant for.

**Q3. Why is the activity needed?**

**Q4. How will you know if the project is a success?**

**Q5. How much will the project cost in total?**

£

**Q6. Where will the money come from? (Please indicate if money already secured)**

|                           |   |
|---------------------------|---|
| Denby Dale Parish Council | £ |
|---------------------------|---|

|  |   |
|--|---|
|  | £ |
|--|---|

|  |   |
|--|---|
|  | £ |
|--|---|

£

£

**Q7. What are you asking us to fund with the grant?**

| Item        | Total cost | Requested from Denby Dale Parish Council |
|-------------|------------|--|
|             | £          | £  |
|             | £          | £  |
|             | £          | £  |
|             | £          | £  |
|             | £          | £  |
| Grand total | £          | £  |

**Declaration**

- 1. I am authorised to make the application on behalf of the above organisation
- 2. I certify that the information contained in this application is correct
- 3. If the information in the application changes in any way I will inform the Parish Council
- 4. I give permission for Denby Dale Parish Council to record the details of my organisation electronically and to contact my organisation by phone, mail or email with information about its activities and about funding opportunities
- 5. If the application is successful I give permission for Denby Dale Parish Council to publicise the project in local media and on their website.

**Schools will only be grant aided £500 for extracurricular activities or, if in the opinion of the Parish Council it is for the benefit of the wider community. Grants can be applied for throughout the year, and be submitted to the Council’s Finance & General Purposes Committee meetings for consideration. (Please note forms must be received at least one week in advance of these meetings.)**

Signed \_\_\_\_\_ Date \_\_\_\_\_

**Checklist**

Please enclose the following with your application. We will only process your application when we have received them.

Copies of written estimates or catalogue pages if you want a grant for equipment/capital items

**Send completed application forms to:**

**Denby Dale Parish Council  
24 Commercial Road  
Skelmanthorpe  
Huddersfield  
HD8 9DA  
Tel: 01484 861239/Email: [clerk@denbydale.com](mailto:clerk@denbydale.com)**

**Please keep a copy of this application for your own records.**

**Please refer to the guidance notes before completing the application form.**

*For internal admin use only*

Date application received:

Application meets criteria: Yes

No

Meeting/minute record number:

Applicant notified of outcome of application (date):