

Harbury Parish Council
Community Grant Applications

Please read the following before completing the attached application form.

Criteria for grants to voluntary and other organisations

The parish council periodically makes funds available for community organisations or activities. It will apply these criteria when awarding grants:

- 1 Applications should be able to demonstrate a contribution to the social, cultural or recreational life of the parish and/or represent a significant enhancement and/or improvement of the parish environment or amenities. Priority will be given to applications for grants towards the provision of services and/or facilities which:-
 - would otherwise fail to be delivered by the parish council under other statutory powers;
 - make available benefits, either directly or indirectly, to the whole community rather than to minority interest groups.
- 2 Organisations eligible to apply for grants include properly constituted charities and voluntary organisations. Applications from individuals, commercial businesses or from organisations whose activities are principally political or religious will not normally be considered.
- 3 The grant must be for a purpose that is within the statutory powers and approved budget of the parish council.
- 4 The application must ordinarily be for an organisation, event or project based in the parish of Harbury.
- 5 **Applications should provide a fully-costed proposal, and ideally should demonstrate evidence of effective fund-raising by the applicant or sponsors. The parish council may request to view audited accounts.**
- 6 **Grants should be spent within 6 months of being awarded. Unspent funds should be returned to the parish council. Variations in projects after grants are awarded should be discussed with the parish clerk. The parish council reserves the right to see invoices for work.**
- 7 Retrospective applications will not be considered. Applications should therefore be made well in advance in order to allow sufficient time for consideration.
- 8 If a grant is awarded, Harbury Parish Council must be publicly acknowledged as the source of the grant funding. This may include printing the parish council's name on items purchased and inclusion in any subsequent publicity material.

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Name of Organisation:

Applicant's name and address:

Position in organisation:

Name of Project:

Amount of funding required:

Bank account details:

Name of account:

Account no:

Sort code:

I have read and agree to the attached terms and conditions.

Signed.....

Date.....

On behalf of:

For Parish Council Use

Application Approved/Refused

Date of PC Meeting:

Amount Awarded:

Date Paid:

Signed (Clerk):