

Holme on Spalding Moor Parish Council

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Grant applications to Holme on Spalding Moor Parish Council

Grants are usually paid in two instalments when the Parish Council Precept is paid, ie after the May and October Parish Council meetings

The Precept is discussed at the November Parish Council meeting so applications need to be with the Clerk as above at the end of the first week in November

Grant Application Form adopted on 19/8/2009

Name of Group:

Name of Group contact:

Position in Group:

Contact Address:

Contact Telephone number:

Contact Email address:

Detailed description of project, how HOSM residents will benefit, who the project is aimed at:

Why is the project needed, please state research or evidence:

Total cost of project, is VAT payable?

Is other funding in place, if so please name funder and grant available:

At what stage are these other grant applications?

How much are you requesting from the PC?

Is this request for a particular part of the project?

Your Group, please state it's status ie Registered Charity, Informal Group etc

Please supply the following with the request:

Group constitution or set of rules

Copy of most recent audited accounts

Evidence of planning permission if required

Three quotes for capital items and works over £500

Annual Forward Plan, finance and activities (requests for £5000 and under)

Three Year Forward Plan (requests for £5000 and over)

Grant Application Guidelines

1. Groups based in the parish may apply as may Groups based outside provided that direct benefit to parish residents can be demonstrated
2. The Parish Council will support both capital and revenue projects
3. Grant applications will only be considered following submission of a request on the PC form with supporting documents
4. Groups should apply annually but can apply for different elements of a project in an application
5. Due regard will be given to the financial stability of Groups making applications
6. Groups will be expected to contribute some of their own funds to the project, no set percentage has been laid down and each case will be judged on its own merits
7. Where partnership funding is being sought from other bodies the PC will wish to see evidence that this funding has been secured before awarding a grant
8. In exceptional circumstances retrospective applications may be considered, the PC will first decide whether the project was urgent and consider the financial situation of the Group at the time