

**MELLOR PARISH COUNCIL**  
**GRANT APPLICATION FORM (in excess of £500.00)**

DATE: \_\_\_\_\_

<b>1.1 Contact details</b>			
Name of Organisation ▶			
Address ▶			
Town/City ▶			
County ▶			
Postcode ▶			
Telephone ▶			
Mobile ▶			
Facebook page ▶			
E-mail address ▶			
Website ▶			
<b>1.2 Contact person responsible for the application</b>			
Name ▶			
Position/Function ▶			
Telephone ▶			
Mobile ▶			
e-mail address ▶			
<b>1.3 Bank details</b>			
Bank Name	Sort Code	Account No.	
Funds available from own resources (i.e. cash in bank) ▶	£		
<b>1.4 Profile of the Organisation</b>			
Type of Organisation ▶	E.g. Community Group, Voluntary Organisation, Village Hall, Hospital Transport		
Date of Formation ▶		Legal status ▶	E.g. Reg' Charity, Members Club
Number of members/users ▶		Age range ▶	
How often do you meet ▶			
Geographic operating area ▶	<i>For example: Mellor; Mellor and South Ribble, Ribble Valley (be specific)</i>		
Registered Charity ▶	<i>If yes, please insert Charity Number here.</i>		

## **1.5** Description of the Organisation

*In this section the Applicant should provide a short description of the aims and activities of the enterprise and a brief history including, where appropriate, information on membership/users.*

## **1.6** Explanation of why the Grant is required

*In this section the Applicant should provide a description of its "Action Plan" and how the Grant will help the organisation provide a benefit to the residents of the Parish.*

## **1.7** Ability to complete the proposed Action Plan

*The Applicant must provide details of how it proposes to fund the whole project including details of its own resources and other sources of funding and the amounts involved. Also briefly explain how the organisation intends to implement the Action Plan.*

## 1.8 Financial capacity

*The Applicant should demonstrate where the overall funding has been sourced and how the project will become self-sustaining. As this application concerns a request for a grant in excess of £500.00 an audit report produced by an approved external auditor must be submitted in support of the application. For newly created entities a business plan will suffice.*

## 1.9 Duration

Estimated duration of the Project ▶

Estimated starting date ▶

## 1.10 Other supporting argument

*The Applicant shall provide any other information which they consider relevant to the application*

## 1.11 Receipts for equipment/services

*You may be required to provide copy receipts for equipment/purchases made using grant monies provided by the Parish Council. Please confirm whether this is acceptable. If **NO** please explain why?*

YES	NO
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## **DECLARATION**

I, .....

[insert name of the signatory of this declaration]

- o representing the following enterprise:

Name:

Registered Address:

VAT registration number:

(if applicable)

apply for a grant from Mellor Parish Council in the sum of £ ..... to assist with implementing the project detailed in this application.

- ▶ I declare that \_\_\_\_\_ **[the Applicant]** is **not**:
  - a) bankrupt or being wound up, or is subject to administration.
  - b) In breach of the terms of any of its financial obligations.
  - c) the subject of a judgement which has the force of *res judicata* for fraud, corruption, involvement in a criminal organisation, money laundering or any other illegal activity.
- ▶ I declare that the information provided in this application is correct and complete to the best of my knowledge and belief.
- ▶ I declare that I have read and understood all of the terms and conditions relating to this application and agree to be bound by them.
- ▶ I understand that Mellor Parish Council is under no obligation to award a grant (in full or in part) in support of this application.

Full name: \_\_\_\_\_

Title or position \_\_\_\_\_

Signature \_\_\_\_\_

Date: \_\_\_\_\_

**Please return the completed application form as soon as possible to:  
The Clerk, Mellor Parish Council  
6 Chatburn Avenue  
Clitheroe  
Lancashire  
BB7 2AU**