



## WILLAND PARISH COUNCIL

16 Tudor Grove, Cullompton, EX15 1XG

E-mail: [clerk@willand-pc.gov.uk](mailto:clerk@willand-pc.gov.uk)

Telephone: 07920 014407

### **Grant Aid Application Form**

The information provided on this form will be treated as confidential and used for grant related purposes only. Processing, whether by computer or otherwise, will take place in accordance with the Data Protection Act 2018 and the General Data Protection Regulations. By completing this form, you will be providing the Council with your consent to this use.

#### **Name of Organisation:**

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#### **Contact Details:**

Title (Mr/Mrs/Miss/Ms/Other)

First Names

Last Name

Position in Organisation

Address

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Postcode

Telephone Number

E-mail Address

Are you or any members of your organisation related to any elected member or employee of the Council? If so, please give details.

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#### **Purpose/aims of organisation:**

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#### **Size of organisation/number of members:**

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<b>Purpose for which the Grant is required:</b>
<b>Total cost of the project or scheme requiring funding:</b>
<b>Amount of Grant applied for:</b>
<b>How is any shortfall being funded:</b>
<b>How will your project/activity benefit the local community:</b>
<b>Activities over the previous year and how they have benefited the local community and plans for activities for the forthcoming year:</b>

**Previous Applications: Please provide details of any previous financial assistance provided by the Council to include dates, details of any schemes or projects and the amount received from the Council.**

**Does your service/project involve work with children, young people under the age of 18 or vulnerable adults?**

Yes ☐ No ☐

If yes, as a minimum we expect you to:

- have safeguarding policies in place that are appropriate to your organisation's work and the project you are asking us to fund
- review your safeguarding policies at least every year
- complete a rigorous recruitment and selection process for staff and volunteers who work with children, young people or vulnerable adults, including checking criminal records and taking up references
- check criminal records at least every three years
- follow statutory or best practice guidance on appropriate ratios of staff or volunteers to children, young people or vulnerable adults
- provide child protection and health and safety training or guidance for staff and volunteers
- carry out a risk assessment, if appropriate
- secure extra insurance cover, if appropriate.

Does your organisation meet these requirements? Yes ☐ No ☐

**Additional Information: Please provide any additional information you may consider relevant or helpful to the Council when considering this application.**

**Declaration:**

I declare that to the best of my knowledge and belief, all particulars and information provided in this document are correct and complete.

I understand that any false declaration or misleading information or any significant omission may result in the rejection of the application or repayment of any grant aid subsequently provided.

Signed

Date

Wherever possible, the Parish Council will make grant payments by Bank Transfer. Please provide your bank details below to facilitate the payment process should your application be successful.

Account Name	Account Number <table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>									Sort Code <table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td></tr></table> - <table border="1"><tr><td></td><td></td><td></td><td></td></tr></table> - <table border="1"><tr><td></td><td></td><td></td><td></td></tr></table>														

**This form must be returned to Willand Parish Council, either by e-mail to [clerk@willand-pc.gov.uk](mailto:clerk@willand-pc.gov.uk) or post to: Mrs Debbie Bird, Parish Clerk, Willand Parish Council, 16 Tudor Grove, Cullompton, Devon, EX15 1XG.**

**Your application must be accompanied by the following:**

- 1. A copy of the organisation's Governance Documents: constitution or rules.**
- 2. Evidence that the grant application has been approved in accordance with the organisation's constitution or rules.**
- 3. A copy of the organisation's most recent published financial accounts.**
- 4. Copies of quotes or estimates to support the application. Proof of costs from the internet will be accepted for equipment and other direct purchases.**