**WRESTLINGWORTH & COCKAYNE HATLEY PARISH COUNCIL**

**CONDITIONS FOR FUNDING**

**Funding requests should be submitted to the Clerk to the Parish Council by 21st December for consideration at the January meeting of the Parish Council. Grants will be paid in May.**

In order to help the Parish Council assess your request for funding, we ask that you complete the attached application form.

Funding requests can only be considered from organisations and residents from the Parish of Wrestlingworth & Cockayne Hatley and should demonstrate that the grant would benefit the community as a whole, or sections of the community.

If a grant is conditional upon the applicant securing funding from other sources, Wrestlingworth & Cockayne Hatley Parish Council may require documentary evidence that payments have been received from the other funders before payment can be made by Wrestlingworth & Cockayne Hatley Parish Council.

The Parish Council reserves the right to seek additional information relating to any request for funding. This may include a request that the applicant obtains additional quotes for work/services to be funded in order to demonstrate value for money.

The Parish Council may ask the applicant to submit documentary evidence that the applicant has used the full grant stated in the application for the purposes detailed. If the applicant is unable to provide this, then Wrestlingworth & Cockayne Hatley Parish Council reserves the right to request a full refund of unspent grant. It is expected that grant recipients will inform the Parish Council if any grant will not be spent.

If an organisation is awarded a grant, Wrestlingworth & Cockayne Hatley Parish Council may request recognition in any marketing material if appropriate and may require feed-back on the project for which the money is required so that members could monitor the benefits.

Awards cannot be made to individuals or national organisations.

November 2018

**APPLICATION FOR A GRANT**

**FROM**

**WRESTLINGWORTH & COCKAYNE HATLEY PARISH COUNCIL**

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| **Date of Application:** |
| **Name of organisation:** |
| **The purpose for which funding is required:** |
| **Who will benefit from the grant?** |
| **How many beneficiaries/users will benefit from the grant?** |
| **Are you seeking funding from other sources? If so please state from where, and the amount applied for:** |

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| **Is your organisation contributing to the overall cost of the project? If so, please state the amount:** |
| **Please include a copy of your latest accounts. If you do not have accounts, please explain why:** |
| **Please list the members of your committee/governing body/other:** |
| **Name of person completing this application and position in the organisation:** |
| **Address:**  **email:**  **Daytime tel:**  **Evening tel:** |

**Signature of applicant:**