

FUNDING REQUEST – Project Outline for Parish Council Approval

APPLICANT DETAILS:	
NAME OF ORGANISATION OR GROUP:	
TYPE OF ORGANISATION: Registered Charity Limited Company Club or Society	Charity or Company Registration No.
ORGANISATION AIMS AND OBJECTIVES:	
WHAT AREA DOES YOUR ORGANISATION COVER: Parish only Parish and other areas Areas other than the Parish	
Have you received funding from Loppington Parish Council in the past for this or similar projects?	
NAME OF KEY CONTACT:	
POSITION IN THE ORGANISATION:	
CONTACT ADDRESS:	
POSTCODE:	
TELEPHONE:	
EMAIL:	
Please sign to confirm authority for the Parish Council to hold contact details whilst the application process is undertaken	

ABOUT THE PROJECT	
PROJECT TITLE:	
LOCATION OF PROJECT ACTIVITY:	
ENVISAGED PROJECT START DATE:	
ESTIMATED PROJECT COMPLETION DATE:	
<p>PROJECT DESCRIPTION:</p> <p><i>Explain the overall purpose and aims of the project</i></p> <p><i>Who will benefit and how?</i></p> <p><i>What proportion of the Parish/wider area will benefit?</i></p> <p><i>How will this project help to achieve the aims/objectives in the Parish Plan?</i></p>	

LOPPINGTON PARISH COUNCIL

FINANCIAL INFORMATION: to be completed by all applicants		
Project Costs:¹ List anticipated items of expenditure below	£	
TOTAL PROJECT COSTS²		
Have you applied for funding from other organisations? Please give details.		
Project Funding: List anticipated project income from other grant funding and any contributions in kind	£	Confirm status of funding Eg: Secured/unconfirmed/applied for/unsuccessful etc.
TOTAL PROJECT FUNDING <small>(should equal total project costs)</small>		
Please provide copies of quotes (x3 if possible) to support your application		
Please confirm bank account details that monies should be paid to		
Please confirm, how much you are seeking from Loppington Parish Council?		
8 APPLICANT CERTIFICATION: I am applying on behalf of my organisation to Loppington Parish Council for financial assistance. I confirm that the information supplied above is correct to the best of my knowledge. SIGNATURE: DATE:		

Please contact the Clerk, Lynda McCormack, if you require assistance in completing this form.

Forms should be returned to:

C/o Old School House, Church Lane, Ash Magna, Whitchurch, Shropshire SY13 4DR, or

E-mail: clerk@loppingtonparishcouncil.gov.uk

¹ Project Costs, where possible please give a breakdown of any costs anticipated.

² Please list any external funding (other than from LPC) which you intend to apply for stating from whom, then confirm the total amount you would like to apply for from LPC.

LPC Grant policy

Terms and conditions.

- The amount of the award will be at the Councils discretion
- All applications will be considered on their individual merits
- Only one application for a grant per group or organisation in each financial year
- The application must be from a recognisable community group or organisation
- The grant must be for the benefit of residents in the parish of Loppington
- Where the group or organisation is from outside the parish the grant should be in proportion to the benefit received by parish residents.
- Grants are not made retrospectively
- The grant must not be re-distributed to other groups
- A list of other sources of finance being sought should be provided
- The amount is within the agreed parish budget and the council has the power to use its money for this purpose
- The grant will be used to: a) promote group activities within the parish and/or b) provide a service to residents
- The grant funding must still be required for the same purpose as the application at the time of the payment
- In exceptional circumstances application can be made directly to the council (please contact the Clerk)
- Grants are conditional on a full application form detailing costs
- If the grant is used for any other purpose than that for which it was awarded for without permission of the parish council, the grant becomes immediately repayable.
- In the event that the group ceases to operate before the grant is spent or whilst it is in the process of being spent, the parish council may ask for the return of all or part of the grant
- The Parish Council may request a report detailing how the grants were used