



WENDOVER PARISH COUNCIL

The Clock Tower, High Street, Wendover,
Aylesbury, Buckinghamshire, HP22 6DU

Wendover Parish Council Grant Application Form

Name of Organisation	
Official / Registered Address of the Organisation	
Address to which correspondence should be sent if different from above	
Contact details of the person completing this application	
Contact name	
Position held	
Daytime telephone number	
Email address	
When was your organisation established?	
What is the legal status of your organisation? please tick one of the following	
a) unregistered voluntary or community organisation	<input type="checkbox"/>
b) registered Charity in England or Wales	<input type="checkbox"/>
c) waiting to be registered as a Charity	<input type="checkbox"/>
d) charity recognised by HMRC in Scotland or Northern Ireland	<input type="checkbox"/>
e) exempt / excepted Charity registered in England and Wales	<input type="checkbox"/>
Registered Charity No (if applicable)	
What does your organisation do?	



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How many people are involved in your organisation?

Committee/Board Paid Workers Volunteers

Has your organisation received a grant from WPC before? Yes No

If yes, please state when the last grant was given and what it was for

PROJECT

Project Description (please give start and end dates)

Project Benefits in relation to Wendover, it's residents and visitors

How will you know if you have achieved what you set out to do?

EQUAL OPPORTUNITIES

Equal Opportunities seek to help all people receive fair and equitable access to the services our organisations provide. The Council has a legal duty to promote equality whether on grounds or race, disability, age, gender and other grounds where good relations and the elimination of discrimination can increase opportunities.

Does your organisation have an equal opportunities policy? If **yes**, please enclose a copy.

Yes No

FINANCIAL INFORMATION

You must include a copy / extract of your organisation's latest annual accounts with this application



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Please give a breakdown of total costs for the project (relevant items can be grouped):

Item	Detail	Cost £

Total cost of project £

Grant request total £

If your reserves or surplus are more than the amount of grant you want, please explain why you are making this application.

Please attach an additional sheet(s) (if required) to include any other supporting information in respect of this application. Please note that we cannot process your application unless you have included:

- A copy of your constitution or set of rules for your organisation
- Information about your finances such as audited accounts/ 2 years of income & expenditure records or copies of bank statements for new organisations
- Evidence of appropriate insurance
- Relevant policies (your organisation must agree with the Wendover Parish Council Antibribery policy and must have an Equal Opportunities policy at minimum)
- Appropriate signatures



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DECLARATION

Please read the following declaration carefully and sign it. The conditions will apply to you if your application for a grant is successful.

I accept the following conditions will be attached to any funding received:

All of the organisation's promotional material will acknowledge the support of Wendover Parish Council.

If the Council logo is to appear on your literature, assistance on correct usage can be obtained from the Clerk's office on 01296 623056 or email clerk@wendover-pc.gov.uk.

We confirm that the information given in this application is correct. We understand that we will be required to submit a brief report within 6 weeks of the completion of the project, including photographs where appropriate if applying for a grant over £1000. We agree the information about the funded project may be included in Wendover Parish Council's publications, website and social media.

Signed..... Date

Name

Position within organisation.....

Signed..... Date

Name

Position within organisation.....

Wendover Parish Council is a data controller under the Data Protection Act. We hold information for the purposes specified in our nomination to the Information Commissioner and may use this information for any of them. We may obtain information about you and others, or we may give information to them. If we do it will only be as the laws permits, to check the accuracy of information, prevent fraud or detect crime or to protect public funds.