



Spratton Parish Council

Grant and Donation Application Form

1. Applicant Organisation

Name of organisation:

Registered charity number (if applicable):

Correspondence address:

Postcode: _____

Telephone number: _____

Email address: _____

Website (if applicable): _____

2. Contact Person

Name: _____

Position within organisation: _____

Telephone number: _____

Email address: _____

3. Organisation Details

Please describe the aims and activities of your organisation:

(continue on a separate sheet if necessary)

How long has the organisation been operating?

4. Grant / Donation Request

Amount requested (£): _____

Is this a grant for a specific purpose or a general donation?

☐ Grant (specific purpose)

☐ Donation (general purposes)

Please state clearly what the funding will be used for:

(continue on a separate sheet if necessary)

Total cost of the project/activity (£): _____

If applicable, how will the remaining costs be funded?

(e.g. own funds, fundraising, other grants)

5. Benefit to Spratton

Please explain how this grant or donation will directly benefit the Parish of Spratton or its residents:

Approximately how many residents will benefit?

6. Previous Funding

Have you received a grant or donation from Spratton Parish Council in the last financial year?

☐ Yes ☐ No

If yes, please provide details:

7. Bank Details

(Grants will normally be paid by bank transfer)

Name of bank: _____

Account name: _____

Account number: _____

Sort code: _____

8. Supporting Documents

Please confirm that you have enclosed the following:

- ☐ Copy of the organisation's constitution / governing document
 - ☐ Most recent set of accounts or financial statement
 - ☐ Breakdown or quotation for the proposed expenditure (if applicable)
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9. Declaration

I confirm that:

- The information provided in this application is correct
- The organisation operates on a not-for-profit basis
- Any grant awarded will be used solely for the purpose stated
- I understand that the Council may require evidence of expenditure and a brief report on how the grant was used
- I understand that the Council may require repayment of the grant if the conditions are not met

Signed: _____

Name: _____

Position: _____

Date: _____

10. Data Protection

Spratton Parish Council will use the information provided in this application solely for the purpose of assessing the grant request and administering any grant awarded.
