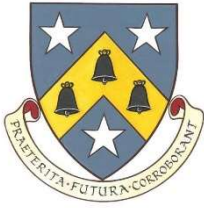


The Coat of Arms
of Lavenham



LAVENHAM PARISH COUNCIL

Andrew Smith

Clerk to the Council

Telephone: 01787 247041

Email: andrew.smith@lavenham-pc.gov.uk

GRANT APPLICATION FORM

Please complete all questions including signing and dating the declaration at the end of the form. Where a question is not applicable, please enter N/A on the form.

If you wish to provide additional information or expand on a question, please provide an attached sheet.

Please refer to the Council's Grant Policy for full terms and conditions of grants and details of what documentation needs to be included with your application

Submission of this application does not mean that an award will be granted. Grants are awarded at the Council's discretion. Only one project per application will be considered.

Section A: Organisation Information	
Name of Group/Organisation:	
Contact Name:	
Position:	
Postal Address:	
Telephone Landline and Mobile:	
Email:	
Website:	
Brief description of your group/organisation's main purposes/activities:	

List all Officers of the Organisation and their positions:	
Number of active participants in the group/organisation's main purposes/activities a) monthly b) annually	
The organisation/group has a Bank Account in its own name (Yes/No)	
Bank statements for the last three months have been attached (Yes/No)	
Accounts for the organisation/group have been attached (Yes/No)	

Section B: Project Information	
Amount requested:	
Project for which grant is required:	
Explain the extent to which the costs have been estimated and list the quotations which have been obtained from suppliers:	
Describe how this project will assist at least one of those in the Council's key target areas of: children and young people, people with special needs, older people and extra-curricular activities for schoolchildren:	
Describe how this project will promote social inclusiveness, enhance community well-being, promote measures to mitigate climate change, promote awareness and attractiveness of the village, provide vital services or improve facilities in the village:	

Describe the efforts that have been made to obtain alternative funds. This should include efforts to obtain funding from other bodies and from participants. If funds have been raised the amounts raised must be detailed:

Explain how the organisation will be self-funding in the future i.e., how the organisation has long-term viability:

Describe the actions the organisation/group will need to take if this application is unsuccessful:

Section C: Declaration

We confirm that we have read and accept the Conditions contained within the Grants Policy and will comply with these conditions in full. Any non-compliance will be immediately reported to the Council. We understand that should any information contained on this form be incorrect that any Grant Money received will be immediately refundable, in full, to the Council.

Officer 1: Name and Signature

Officer 2: Name and Signature

Date: