

## South Stoke Parish Council Grant Application Form

Please complete this form and attach the relevant information and send to: The Clerk – South Stoke Parish Council, at the address shown below.

For applications for Community Infrastructure Levy (CIL) Funding that is to be spent directly by the Parish Council, non-applicable responses should be left blank (e.g. Bank Account).

Name of group/organisation/(or individual if a CIL request)	
Address of group/organisation/(or individual if a direct funding CIL request)	
Bank account	Account Name: Sort Code: Account Number:
Registered Charity/Charity Number	Yes / No <span style="float: right;">Charity No.</span>
Contact name	
Position within the Group	
Contact's home address	
Contact telephone numbers	Home: Mobile: Work:
Contact e-mail addresses	
Brief description of group and its aims	
Brief description of project for which you are making this application	
Total cost of the project.	
Amount requested from South Stoke Parish Council	
Amount of Grants/Donations/Funds from other sources for this project.	

---

Please return your completed application form to:-  
South Stoke Parish Council,  
24 River House, The Chocolate Quarter, Trajectus Way, Keynsham, Bristol BS31 2GG  
Tel: 07485033897    e-mail: [clerk@southstokepc.org.uk](mailto:clerk@southstokepc.org.uk)

## South Stoke Parish Council Grant Application Form

**If you are a membership organisation, please provide the following details:**

Number of members in the Group.	Adult: Junior:
Number of members resident in the Parish of South Stoke.	Adult: Junior:
Do you charge for membership? If yes, please supply details of the membership scheme and charges applicable:	
What is the main purpose of your organisation?	
What activities are available for members?	
Is the organisation restricted in any way? If yes, please provide details:	
Is your organisation affiliated to any national or local organisation e.g. Sports Council? If yes, please provide details:	

### BENEFIT

How many people in South Stoke do you estimate will benefit from your project/event/item?	
Please indicate the age range of the beneficiaries of any award – e.g. children/youth/adult/senior citizens	From:                      To:

Please confirm that you have considered all health and safety issues for this project/event/item and carried out risk assessments for all relevant areas. Give Details
Please confirm that you have considered the environmental effects of this project (e.g. carbon emissions, waste etc.) and give details

---

Please return your completed application form to:-  
South Stoke Parish Council,  
24 River House, The Chocolate Quarter, Trajectus Way, Keynsham, Bristol BS31 2GG  
Tel: 07485033897    e-mail: [clerk@southstokepc.org.uk](mailto:clerk@southstokepc.org.uk)

# South Stoke Parish Council Grant Application Form

## FINANCIAL DETAILS

<b>Estimated Total Cost</b>	
-----------------------------	--

**Please detail the components of your project/event/item(s)**

<b>Total Cost</b>	

**Contributions from Other Sources e.g. National Lottery**

<b>Total Contribution</b>	

**Contributions from Self Funding**

Fund Raising Events	
Own resources	
Contribution in Kind – Free labour / Materials Please give details, e.g. Hourly Rate x Hours	
<b>Total Self Funding</b>	

### DOCUMENT Requirement Checklist

Yes or N/A

Your organisation's Constitution	
Latest audited or independently examined accounts?	
Latest bank/building society/other investment accounts statements (within last 3 months)	
Copy of conveyance/letting agreement/lease	
Written permission from the owner of any premises or land involved	
Copies of cover notes/summaries for all relevant insurances	
Evidence of any secured funding or application for any other funding.	

---

Please return your completed application form to:-  
 South Stoke Parish Council,  
 24 River House, The Chocolate Quarter, Trajectus Way, Keynsham, Bristol BS31 2GG  
 Tel: 07485033897    e-mail: [clerk@southstokepc.org.uk](mailto:clerk@southstokepc.org.uk)

**South Stoke Parish Council  
Grant Application Form**

**SUPPORTING STATEMENT**

Why do you think the Parish Council should support this application? Please note that you are required to demonstrate a benefit to some or all of the Parish's residents. (All applicants to complete – please continue to Additional Information if necessary)

Additional information/comments – For a CIL Grant or Funding Request, please use this space to explain the Community Infrastructure requirement and how it arises.

# South Stoke Parish Council

## Grant Application Form

### CERTIFICATION

I certify that the above information and the contents of the attached documents are correct at the time of applying. I understand that if any of the information is subsequently found to be incorrect this may lead to the organisation being disqualified from consideration and/or the withdrawal of any grant awarded. I agree to my organisation being bound by the eligibility criteria and any conditions set by the Parish Council.

I hereby declare that I have the authority to submit this application on behalf of the organisation detailed above .

**Signed:** .....

**Date:** .....

**Name** (block capitals) .....

**Position in Organisation** .....

**Please note:** the information provided on this application will be held on a database and used to provide information to officers and members of the Parish Council.

Your application may be submitted by email but you will be asked to sign it before any approved funding may be released. Remember that completed applications and supporting information must be received by the Parish Council no later than 30<sup>th</sup> November, unless you are applying for Community Infrastructure Funding.