**GRANT APPLICATION FORM**

Please fill in this form and return it to the Clerk of Ford Parish, the application will be brought to the next upcoming Parish Council meeting (the deadline is 7 days prior to the upcoming meeting) and the Clerk will inform you of the council’s decision within 2 weeks. Please send this to the Clerk via email at clerk@fordwestsussex-pc.gov.uk or send it via post to **Ford Parish Council, Yapton & Ford Village Hall, Main Road, Yapton, West Sussex, BN18 0ET**

|  |  |
| --- | --- |
| **Name of Group/Organisation** |  |
| **Contact Name** |  | **Position** |  |
| **Address** |  |
| **Telephone** |  | **Email** |  |
| **Website** |  |
| **Is your organisation a registered charity?** | **YES / NO** | **If yes, Charity Number** |  |
| **Brief Description of your group/charity/organisation’s** |
| **Brief Description of what you plan to do with the donation** |
| **Total Cost of project** |  | **Amount of donation requested** |  |

**SEE PAGE 2**

**Please ensure the person signing the declaration on behalf of your organisation has the appropriate authority to do so.**

“I confirm that the information contained in this application is correct to the best of my knowledge. I agree that any money awarded by Ford Parish Council as a result of this application will only be used for the purposes stated in the said application. I confirm that the proposed project is lawful and conforms to any rules governing our group/organisation. I understand that all money awarded must be repaid to Ford Parish Council and my organisation will not be able to apply for future grant applications in the following circumstances:

- If a false declaration is made, or if any information contained in the application is found to be false, inflated or exaggerated;
 - If the proposed project does not proceed/or is abandoned for any reason or if the organisation disbands during the period of the grant;
- If the organisation does not provide the necessary invoices & receipts confirming how the money has been spent or does not comply with any other conditions stipulated in the award”

 Signed ……………………………………………………………………………………………………………………………………..………..

 Print Name …………………………………………………………………………………………………………………..……………………

 Position in the organisation ……………………………………………………………………………………………………………….

 Date ………………………………………………………….