

**POYNINGS PARISH COUNCIL
GUIDELINES FOR GRANT APPLICATIONS
Adopted by Poynings Parish Council on 5th September 2017**

The Parish Council can consider grants to support local projects and organisations. These guidelines are designed to give a broad overview of what projects might attract such funding and how applications can be made.

WHAT CAN GRANTS BE USED FOR?

- Improved local infrastructure e.g. meeting places, community facilities for the benefit of the parish.
- Facilities and activities targeted at young people or the elderly e.g. contribution towards the costs of new or replacement equipment that may be required to assist the group with its activities, or the costs involved in a specific activity.
- The general running costs incurred by local voluntary and charitable groups to enable them to sustain their services and activities.
- Investment in improving the local environment.
- Projects to promote the economic and commercial regeneration of the community.

WHO IS ELIGIBLE?

- Local voluntary or charitable groups based and/or working in Poynings.
- Regional or charitable groups that undertake work in Poynings or provide assistance to residents of the Parish.

The work of the group should benefit some or all of the residents of Poynings.

HOW SHOULD APPLICATIONS BE MADE?

Grant applications are considered and awarded at the Parish Council meetings.

It is expected that a representative will attend, and speak on the application, at the Council Meeting at which the Grant is being considered.

Applications from local voluntary or charitable groups based and/or working in Poynings will be considered at the next available council meeting. All other applications will be considered at the end of the financial year.

Please complete the following details:

1) Full name of organisation: _____

2) Name and address of Contact: _____

3) Description of your organisations activities:

4) How many people are in your Organisation and how many of them live in Poynings?

5) What are the approximate age groups of members? _____

6) What is the purpose of the grant? (Please give specific details)

7) How much are you requesting? _____

8) Have any fund-raising activities taken place in the last 12 months and if so what were they and how much was raised?

9) Are there any fund-raising activities proposed during the next 12 months? If so, please give brief details.

10) What income, such as membership, subscriptions or donations etc., is expected in the next 12 months? Please advise details and amounts: _____

11) Please provide details of anticipated expenditure during the next 12 months.

12) Are there any other comments you would like to make in support of your application?

Please enclose with this application:

- a) Your organisations most recent statement of account which should cover an accounting period ending within the previous 12 months; and
- b) An up to date bank statement

Please forward the completed application to:

Mr Colin Warburton
Poynings Parish Clerk
Hideaway Cottage
6 Poynings Road
Poynings
BN45 7AP

Tel: 01273 857 025
Email: colin@poynings.net