



Congresbury Parish Council

Orchard House
 The Old School Rooms
 Station Road
 Congresbury
 BS49 5DX

Tel: 01934 838802

Chairman: Councillor Jane Clarke
 Parish Clerk: Nicky Andrews
 RFO: Gemma Palmer
 Administrator: Catlin Lewis

www.congresbury-pc.gov.uk
 Email: clerk@congresbury-pc.gov.uk
 Email: admin@congresbury-pc.gov.uk
 Email: admin@congresbury-pc.gov.uk

Please complete all sections of this application form.

Return to completed applications to: Congresbury Parish Council, Orchard House, The Old School Rooms, Station Road, Congresbury, Somerset, BS49 5DX

Section A – Please give the full name and address of the organisation applying for the grant and contact person

Name of organisation		
Organisation details Include address, e-mail, telephone number, website		
Is this organisation a profit-making concern? Y/N If this organisation is a registered charity, please provide charity number:		
Please provide a brief description of your organisation i.e. what does it do/provide for the local community and its residents.		
Contact person(s) Enter details of a contact person if we have a question in relation to this grant application	Name(s)	
	Address – if different to above	
	Telephone	
	e-mail	

Section B – details of requested grant

Grant amount being applied for (£)		
Please provide details why this grant is required. Please include:		
Reason for grant application		
How will it benefit residents of Congresbury?		
How will the money be spent?		
When will the money be spent?		
Will your organisation recognise the grant by this Parish Council? i.e. will it acknowledge support on social media, stationary, website or promotional material.		
How do you intend to keep the Parish Council informed about the project?		
Who should we make the grant payable to? i.e. groups/organisations must have a bank account in its own name	Name: Account no. Sort code.	

Section C – Please provide details of other sources of finance

Have you applied to any other body for a grant towards the proposed project? If yes, please provide evidence and include the amount.	
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How else do you raise income?	
If this grant application failed, what would happen?	

Section D - Application and declaration

I declare that to the best of my knowledge the statements made in this application form, including any accompanying sheets, are true.

Signature:
(electronic submissions can use electronic signatures)

Print Name:

Date: