Guidance Notes

Applications can only be made from local organisations within the Parish of Shipdham

The maximum sun which can be applied for is £500

Only one application per organisation can be made in any 12 month period

Successful organisations will be invited to attend he following annual Parish Meeting (AGM) and to present a short report on how their grant has benefitted their members

Completed application forms should be sent with any accompanying documents to the Clerk. These will be placed on the next appropriate Parish Council Agenda for discussion.

Contact Details: Mrs June Smith Clerk to Shipdham Parish Council, 10 The Green, Ashill, Thetford, Norfolk IP25 7AT
01760 440953 clerk.shipdham@btconnect.com

Shipdham Parish Council

Grant application form
for the local organisations within the
Parish of Shipdham

Please read the guidance notes before completing the application form

Name of Organisation…………………………………………………………

Contact Name …………………………………………………………

Tel No………….……. Email…………………………………………….

How many members are there in your organisation?..

Are you a registered Charity/Trust?................. Reg No…………………

*Do you have Public Liability insurance?..

*Do you have a child protection/safeguarding policy for children, and/or vulnerable adults?..

*Do you have a constitution?..

Project for which application is being made………………………………

Amount requested…………………………………………………………

Please itemise what this includes, with costings………………………

Have you sought funding elsewhere? (details)…………………………

What funds have you raised yourself?..

*Please be aware these documents may be asked for – you do not have to send them with your application.

Details of costings/estimated must be sent with your application.

Please add any other useful information here that could help your application.

If our application is successful, we agree to attend the next Parish Meeting of Shipdham Parish Council to give a short report of how the grant has benefitted our members.

Signed…………………………………………………………………………
(An invitation will be sent to the named contact at the appropriate time)

To comply with GDPR 2018, please sign below that you are happy for your information to be shared at a Parish Council meeting.

Signed…………………………………………………. Date…………………