



SANDGATE PARISH COUNCIL

Parish Grant (Individuals) Application Form

A: APPLICATION SUMMARY

Name of applicant:

Please note: If your application is successful, cheques will be made payable to the above.

Address of applicant:

Telephone:

Email:

Fax:

Reason for application – brief project/event description:

How much is requested from Sandgate Parish Council?

£

Total project/event cost (if applicable):

£

Declaration:

I hereby declare that all information provided is true and accurate to the best of my knowledge. I agree to complete and return any forms relating to this application which are sent to me in the future:

Signed:.....Date:.....

Name (Block capitals):.....

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.

B: THE PROJECT/EVENT

Project/Event title:

Description of project/event:

What are the aims of the project/event?

Date that you propose to commence the project or hold the event:

What is the proposed duration of the project/event?

C: FINANCIAL INFORMATION

1. Estimated total cost:

£

2. Please give details of any other funding which you have obtained for this project/event:

3. Will you be seeking regular help with this project/event from the Parish Council?

Yes:

☐

No:

☐

If yes, please explain why and state how much you think you will need next year and the year after:

D: 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 town's residents.

Please continue on a separate sheet if necessary.

Please note that the Parish Council will take account of Best Value, its obligation to promote racial equality, its statutory powers and accounting requirements in reaching its decision. The following information (where applicable) is therefore required from all applicants for financial assistance (*before the application can be placed before the Council*). Information may be provided on a separate sheet if necessary.

- 1. Have you enclosed a copy of conveyance/letting agreement/lease?**

YES		NO		N/A	
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- 2. Have you enclosed a copy of written permission from the owner of any premises involved?**

YES ☐ **NO** ☐ **N/A** ☐

- 3. Have you enclosed copies of cover notes/summaries for all relevant insurances?**

YES ☐ NO ☐ N/A ☐

- 4. Have you enclosed evidence of any other secured funding or application for any other funding?**

YES ☐ NO ☐ N/A ☐

- 5. Please confirm that statutory obligations under the Human Rights Act have been considered. See link below:**

(<http://www.direct.gov.uk/en/Governmentcitizensandrights/Yourrightsandresponsibilities>)

YES

- 6. Please confirm that statutory obligations under the Disability Discrimination Act have been considered. See link below:**

(<http://www.direct.gov.uk/en/DisabledPeople/RightsAndObligations/DisabilityRights>)

YES

- 7. Please confirm that you have considered all health and safety issues for this project/event and carried out risk assessments for all relevant areas. See link below:**

(<http://www.hse.gov.uk/pubns/raindex.htm>)

YES		N/A	
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- 8 Please confirm that you have considered the environmental effects of this project (e.g. carbon emissions, waste, etc.) and give brief details. See link below:**

(<http://www.direct.gov.uk/en/Environmentandgreenerliving/index.htm>)

YES		N/A	
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- 9 The Parish Council has an obligation under s17 of the Crime and Disorder Act to consider the impact of all its functions, activities and decisions on crime and disorder in its area. What implications will your project have for this requirement and how in particular will it assist the Parish Council to meet its obligation? See link below:
(<http://www.crimereduction.homeoffice.gov.uk/legislation26.htm>)

- 10 Grants are normally given conditionally on the applicant's agreement to allow their details to be used in the Parish Council's website, publications and other materials. Do you agree for your details to be included? (Please note that personal and financial information will not be published.)

YES

Please return your completed form to:

Mrs A Oates
Parish Clerk
Sandgate Parish Council
James Morris Court
Sandgate High Street
Sandgate
CT20 3RR

Tel: (01303) 248563

Email: sandgateparish@tiscali.co.uk

Please note that applications may be submitted by fax or email but must be signed before any approved funding can be released.