HORNDEAN PARISH COUNCIL

Grant Application Form

*Please refer to the HPC Grant Policy 2023/24 before completing this form*

Name of Organisation making the application:

Charity Number (where applicable):

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| Person to whom correspondence should be addressed: Role in the organisation:  | Address for correspondence:Email address: Daytime Tel:  |
| Payee for Grant:Name of Bank:Sort Code:Account Number: |
| * What does the organisation do?
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| * What is the reason for the Grant and what is the potential scale of who will benefit? (Give details of the Project including its proposed start and end dates – continue on a separate sheet if necessary).

 Please provide evidence of proposed spend e.g., quotes, estimates, minutes of meetings, photographs.**Note that HPC will require a short report of how the Grant money has been spent within 12 months of the receipt of the Grant**. |
| * What is the projected total cost of the Project? £ …………………………
* Amount of grant applied for from HPC. £ ………………………….
* Amounts from any other body (if *yes* please give details). £ ………………………….

 * Specify the balance and how will this be funded. £ ………………………….
* What will be the impact if the Grant is not given?

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| * How else does the organisation raise income? (Give details of subscriptions, fund raising, etc.– continue on a separate sheet if necessary).
* What is the state of the organisation’s current financial health?
* Where relevant, what is the plan to replace or justify the need for grant funding for these goods or services in future years?
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| What age groups are catered for? | Total Membership: | Where and when does the organisation meet? |
| Please attach the following to your application:* The organisation’s most recent year’s accounts
* The organisation’s current business plan
* The minutes of the organisation’s last AGM or similar
* Evidence of proposed Project spend
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| **Signature of Responsible Person (e.g., Chair, Trustee, Leader)**: …………………………………………………….**Date**: …………………. |