

Long Man Parish Council

Financial Grants Scheme

Application form and guidance notes for applicants

Long Man Parish Council Grants Policy

The council's grant scheme is designed to support community groups based in, or serving residents of Long Man Parish.

The aim of the scheme is to promote an active community by supporting voluntary or non-profit groups within the Parish to help develop or improve the services and activities they provide.

The council has the power to give such financial assistance under various statutes. Those relevant to Kingston include:

Local Government Act 1972:

S137 in respect of expenditure for purposes not otherwise authorised, which are considered to be in the interests of, and bringing direct benefit to, the area and its community.

S147 in respect of provision of information concerning services available

S145 in respect of provision of entertainment or development of arts and crafts

Local Government (Miscellaneous Provisions) Act 1976:

S19 in respect of provision of recreational, social and sporting facilities.

How the scheme works

The total grant fund allocated within the council budget is £1830 (2024-25). As a parish council our funds are limited and most grants are given for a maximum of a few hundred pounds only.

Applications are accepted throughout the year for review at the council's next meeting and can be made towards a special project or the running costs of your group.

General conditions:

- Applications will not be considered from individuals or commercial or business organisations.
- Applications will not be considered from groups whose fundraising is sent to their central headquarters for redistribution
- Applications will not be considered from groups who intend to oppose or support any particular political party or to discriminate in any way
- The group must have clearly stated aims and objectives
- The group must provide or propose to provide an activity or service that is believed to be clearly needed by the local community or by a particular group of residents.
- The group is required to have a bank account in its own name with at least two authorised signatories to sign each cheque or similar financial control system
- Long Man Parish Council retains the right to reclaim the grant in the event of it not being used for the purpose specified on the application form.
- Groups that receive a grant will be required to provide a progress report to the council after six months and to acknowledge Long Man Parish Council's contribution.

Long Man Parish Council Financial Grant Application Form 2024-2025

Completing your application form

- Please write clearly in dark ink or type
- Only send requested information or documents

If you need help with completing any section or have any questions, please contact the Parish Clerk: email longmanclerk@gmail.com or telephone 07526 489933

A. Contact details

1. Name of your group:
2. MAIN contact for this application: Full name: Position held in the group: Contact address including postcode: Email address: Telephone:

B. About your group

3. What type of organisation are you? Community group / club / society / registered charity (please delete) If a registered charity please supply your registration number :.....
4. Briefly describe the purpose of your group. Describe the usual activities/services you provide. If you are a new group describe what you plan to provide.

5. How many people are involved in your group? Volunteers..... Management committee members..... Ordinary members..... Paid staff..... Other (please describe):					
6. Please tick if the group has any of the following: <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; padding: 2px;">Public liability insurance?</td> <td style="width: 50%; padding: 2px;">Maximum cover?</td> </tr> <tr> <td style="padding: 2px;">Other insurance (please specify)?</td> <td style="padding: 2px;">Maximum cover?</td> </tr> </table>		Public liability insurance?	Maximum cover?	Other insurance (please specify)?	Maximum cover?
Public liability insurance?	Maximum cover?				
Other insurance (please specify)?	Maximum cover?				

C. About your project/service

7. Describe the project or service for which you are seeking funds. <i>Please enclose any supporting documents, plans.</i>
8. When do you intend the project or service to start? Month..... Year.....
9. How many people in Long Man Parish do you expect to benefit directly from your project?

10. What is the cost for your project? Please give a summary breakdown of what the money is for. *If you have a project budget please enclose it with your application.*

Item or activity:

Estimated cost:

11. Have you sought funding from others? If yes please give details

12. How much money are you asking Long Man Parish Council to grant?

£.....

13. Details of organisation bank account?

Account name.....

Account number.....**Sort code**.....

DECLARATION

This must be signed by the person who completed this application, the person named as contact in section A.

- I confirm that to the best of my knowledge, all the information in this application form is true and correct.
- I understand that you may ask for additional information.
- I am authorised to act for the organisation in making this application for financial assistance

Signature..... **Date**.....

Name (please print)