

COMMUNITY GRANT SCHEME – Application Form*

Name of applicant	
Address	
Telephone	
Email	
Name of organisation (if any)	
Are you/is your organisation based in Charlton Kings?	
Describe your organisation e.g. Registered Charity (please give your registered Charity number), voluntary group, service provider.	
What is your job in the organisation?	
Describe, in detail, what your project** is for	
How do you know there is a need for your project?	
What is the gross cost of your project (only include VAT if you are unable to recover it)?	
What contribution to this are you asking the Parish Council to provide?	

What would be the direct benefit to the people of Charlton Kings?	
Is your project of particular benefit to any particular group of people?	
Would your project benefit the whole Parish or part of the Parish (please describe)?	
Is there any other information that you think would help the Council decide whether to support your application?	
If you need to talk to someone before you send off this form, please phone 01242 250087	
I confirm that I have read and understood the Rules of the Community Grant Scheme <input type="checkbox"/>	
Signed	
Date	

For use by Charlton Kings Parish Council

Application Form received (date)	
Confirm that the form is complete (initials)	
Considered at the Council meeting (date)	
Council's decision	
Grant offered (date)	
Grant accepted/rejected (date)	
Grant paid (date)	
Other	

Please return to: The Clerk, Charlton Kings Parish Council, 26 Church Street, Church Piece, Charlton Kings, Cheltenham, GL53 8AR.

*Continue on a separate sheet if necessary ** An application may be made for a specific, one-off purchase, piece of work or contribution towards running costs of a project; OR towards one particular element of a bigger project which the Council may support again, in another year.

March 2016