



# Haworth, Cross Roads & Stanbury Parish Council

## Grant Application Form

- 1 Organisation .....
- 2 Contact, name and full address .....  
.....  
..... Post Code .....  
Telephone number .....  
Email address .....
- 3 Address where your group is based/operates from [if different] .....  
.....  
.....
- 4 Total cost of project/event £ .....
- 5 Amount requested £ .....
- 6 Details of Bank Account that any cheque should be made payable to  
.....
- 7 Please give full details of your project/event and its benefit to the Community [please clearly outline the benefits of your project to the residents of the Haworth, Cross Roads & Stanbury Parish]. Please use additional sheets if required.

**Please return the completed form to:** Lisa Balderstone, Clerk to the Parish Council, Worth Valley Contact Point, 28 Changeate, Haworth. BD22 8DY. Telephone No: 01535 644001 or 07944 298124.

**8 Please attach:**

**Your organisation's constitution or rules  
Latest audited accounts or balance sheet  
Quotations from independent suppliers, where relevant  
Any other information to support your application**

**9 Signature of applicant ..... Date .....**

**Name, please print .....**

**Position in organisation .....**

# Criteria for Applications

**The Parish Council sets aside each financial year a sum from which small grants are made, once this funding is exhausted no more applications will be considered in that year.**

- 1 Applications will only be considered from groups/organisations who operate within the Parish boundary and are for the benefit of people therein.
- 2 Applications will be considered to assist community based leisure/cultural activities that will benefit to the community.
- 3 Special consideration will be given to projects that target issues of deprivation and disadvantage, particularly new start projects with limited funds.
- 4 Projects should demonstrate that appropriate child and adult protection policies are in place, together with any necessary Health & Safety requirements
- 5 Bids from new groups or previously un-funded groups will be encouraged
- 6 Grants may be used to support other sources of funding.
- 7 Grants will not normally exceed £250.
- 8 Projects must not contravene the Council's policy guidelines in areas of equal opportunity.
- 9 The organisation should be a non profit making voluntary organisation where membership is open. (ie no discrimination on grounds of sex, race, religion, Disability, occupation or opinion)
- 10 Grants will normally be on a "one off" basis and may be used for either capital or revenue purposes.
- 11 The grants cannot be used to fund religious or political activities.
- 12 Any grant issued must be used by the applying organisation and must not be passed onto any secondary body.
- 13 The Council reserves the right to see the accounts of the organisation following the event/project.
- 14 The fact that the Council has sponsored (in part or in full) the project must be recognised in any publicity material or report.