



SHEVINGTON PARISH COUNCIL

Community Grant Application Form

About This Grant Scheme

Shevington Parish Council supports local voluntary and community organisations that deliver clear benefit to residents of the parish. Grants are awarded at the discretion of the Council and are subject to available funds.

Before applying, please ensure your organisation:

- Is properly constituted (or has a governing document)
- Has a bank account in the organisation's name
- Has appropriate safeguarding arrangements (where applicable)
- Holds Public Liability Insurance (where applicable)
- Can demonstrate benefit to Shevington residents

The Council does not normally award grants to individuals or for retrospective expenditure.

Section 1 – Organisation Details

Organisation Name:	
Address:	
Telephone:	
Email:	
Website (if applicable):	
Contact Name:	
Position Held:	
Type of Organisation (Registered Charity / Voluntary Organisation / Community Group / Limited Company / Other):	

Section 2 – Project Details

Project Name:	
Total Project Cost (£):	
Amount Requested from Shevington Parish Council (£):	
Project Start Date:	
Project Completion Date:	

**2.1 What will the grant be used for?
(Provide details below)**

**2.2 How will this project benefit residents of Shevington?
(Provide details below)**

**2.3 How have you identified the need for this project?
(Provide details below)**

**2.4 How will you measure success?
(Provide details below)**

Section 3 – Project Costs & Funding

3.1 Breakdown of Project Costs (attach additional sheet if required):

Item:		Cost (£):	
Item:		Cost (£):	
Item:		Cost (£):	

3.2 Other Funding Applied For:

Organisation:		Amount (£):		Status:	
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**3.3 If the Council awards less than requested, how will you cover the shortfall?
(Provide details below)**

Section 4 – Financial Position

Total Annual Income (£):	
Total Annual Expenditure (£):	
Surplus / Deficit (£):	
Unrestricted Reserves (£):	

**4.1 If your organisation holds significant reserves, please explain why grant support is required:
(Provide details below)**

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Section 5 – Governance & Compliance

	Yes	No	N/A
Do you have a Constitution / Governing Document?			
Do you have a Safeguarding Policy (if applicable)?			
Do staff/volunteers hold DBS checks where required?			
Do you hold Public Liability Insurance?			
Have you carried out a Risk Assessment for this project?			

Section 6 – Supporting Documents

Please attach:

- **Most recent annual accounts**
- **Constitution / governing document**
- **Public Liability Insurance certificate (if applicable)**
- **Safeguarding policy (if applicable)**

Incomplete applications may be returned.

Section 7 – Declaration

I confirm that I am authorised to submit this application on behalf of the organisation and that the information provided is accurate.	
Name:	
Position:	
Signature:	
Date:	

For Office Use Only

Date Received:	Acknowledgement Sent:	Committee Date:
Decision:	Amount Awarded (£):	Monitoring Required: Yes / No