

## **APPLICATION FOR FINANCIAL ASSISTANCE** **TO VOLUNTARY ORGANISATIONS**

Please fill in all sections in black ink and refer to the attached guidance notes for assistance in completing your application. Should you wish to expand on a question, please enclose additional information on separate sheets. Please ensure that the declaration at the end of the application form is signed and dated.

When completed please return this application to:

The Parish Clerk, Fairfield Parish Council, Fairfield Community Hall, Kipling Crescent, Fairfield. SG5 4GY. Telephone: 07415 615225. Email: enquiries@fairfieldparishcouncil.gov.uk

---

### **Your organisation's contact details**

Name of organisation \_\_\_\_\_

Contact name \_\_\_\_\_

Position in organisation \_\_\_\_\_

Address for correspondence \_\_\_\_\_

Tel Number (day) \_\_\_\_\_

Email address \_\_\_\_\_

Is your organisation a registered charity? If so, please give charity number \_\_\_\_\_

### **Bank Details of organisation**

If your application is successful, your grant will be paid directly into the organisation's bank account. Please supply details of the account you wish the grant to be paid into.

Name of Bank: \_\_\_\_\_

Name on account \_\_\_\_\_

Sort Code \_\_\_\_\_

Account number \_\_\_\_\_

**Details of organisation**

Brief description of your organisation's aims \_\_\_\_\_

---

---

Please describe how the local community of Fairfield benefits from your organisation

---

---

**About the project**

Please give brief details of your project and what you wish to use any grant awarded for

---

---

---

What is the total project cost (attach separate sheets if necessary) \_\_\_\_\_

What amount are you requesting from the Council? (Please **do not** leave this question blank)

---

---

Have you received or applied for funding from any other source for this particular project?  
Please give details.

---

---

**Financial details**

Does your organisation receive funding from other sources and if so who?

---

---

How much funding will be provided from your own resources? \_\_\_\_\_

Has your organisation done or planned to do any fundraising for this project? If so, please give details

---

---

## Declaration

I declare that on behalf of the organisation that:

- The application is supported by the Organisation's Management Committee.
- To the best of my knowledge and belief the information I have given is correct.
- I understand the conditions on which the grant is awarded and agree to adhere to those conditions.
- I authorise the Council to make any necessary enquiries to verify the information on this form, and to cross check information I have given with any other organisations.
- I understand that additional conditions may be attached to the award of any grant.

**Signed:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Position held:** \_\_\_\_\_

---

**Please submit the following supporting information with your application: -**

- **The completed grant application form with all questions answered.**
- **A copy of the most recent annual Accounts for the Organisation.**
- **A copy of three quotations for the goods or services that funding has been applied for.**

### **Important**

Your application can only be processed if all the questions are answered, the form is signed and if we receive all the necessary enclosures.