**PARISH COUNCIL COMMUNITY FUND**

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| **Application Form 2020/21** |  |

**ABOUT YOUR GROUP**

|  |  |
| --- | --- |
| Name of group |  |

|  |  |
| --- | --- |
|  | Please put an X in this box to confirm you are a formally constituted group \* |

\*Your group must be formally constituted or in the process of setting this up. This means you must have a bank account with at least two independent signatories as well as a governing document/list of governing members and a set of rules.

|  |  |
| --- | --- |
| Name of project | ‘ |
|  |
| Contact name |  |  | Contact address for correspondence |
|  |   |
| Telephone number |  |  |
|  |
| E-mail address |  |  |
|  |
| Charity number (if applicable) |  |  | Company Number (if applicable) |  |

|  |  |
| --- | --- |
| If you are an existing group, please describe briefly what you already do.  |   |

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| --- |
| **Project information** |
| 1. **Describe the activity that you wish to receive funding for**

Be specific about what it will do, how you will do it and what you will be spending the funding on. |
|  |
| 1. **What benefits do you expect from this funding?**
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|  |

**ABOUT THE FUNDING YOU ARE APPLYING FOR\***

|  |  |  |
| --- | --- | --- |
| Amount of funding requested |  |  |

|  |  |
| --- | --- |
| What will the funding pay for?  | Cost £ |
|  |   |
|  |   |
| **Total** |  |

If you are applying for funding which involves working with children or vulnerable people, please put an x in appropriate boxes to confirm you have the following in place:

|  |  |
| --- | --- |
| Safeguarding Policy |  |

|  |  |
| --- | --- |
| DBS Checks |  |

|  |  |
| --- | --- |
| Are there any TPC councillors connected to your organisation? (e.g. trustee/board member, employee or volunteer) please say YES/NO |  |
| If YES, please provide the name(s) of the councillor(s) |  |

**FINISHING YOUR APPLICATION**

On behalf of the organisation, I confirm that the information in this application is correct and the organisation is not established or conducted for profit.

In the event of funding being awarded I also confirm that the organisation will abide by the attached conditions of funding and will inform the Parish Council of any change in circumstances that would affect this application.

|  |  |  |  |
| --- | --- | --- | --- |
| Signed |  | Date |  |

|  |  |
| --- | --- |
| Position in organisation |  |

If you are completing this form electronically and are unable to provide an electronic signature, you will be asked to sign before funding is released.

 **Sending us your application:**

* **By email** Save your electronic application form, attach it to an email and send it to: tpcounciloffices@aol.com Cc: **stevenson.m@tintwistleparishcouncil.org.uk**
* **By post** B.M Lowrie, Tintwistle Parish Council, Sexton Street, Tintwistle, Derbyshire SK13 1JN

**FUNDING CONDITIONS**

Tintwistle Parish Council retains the right to reclaim, at any time, all or part of the awarded money if it is not spent for the purpose it was awarded. Tintwistle Parish Council retains the right to reclaim, at any time, any asset purchased from the awarded money which is no longer being used for the purpose it was awarded. The organisation must inform the Parish Council immediately if it is unable to accept or comply with any of the following conditions:

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| --- | --- |
| * The group applying for funding is properly constituted. This means having a governing document or a list of governing members and a set of rules. A photocopy of the signed constitution/governing document to be provided if requested.
* Funding from the Parish Council Community Fund will be used for the specific purpose for which it is granted.
* No asset purchased using the grant will be sold or transferred without agreement from Tintwistle Parish Council.
* The support will be recognised as a ‘one off’ award and does not imply that Tintwistle Parish Council is committed to any future funding.
* The award will be spent within 12 months of being received or otherwise returned to the Parish Council
 | * The organisation will provide receipted invoices if requested by the Parish Council where awarded money is used to purchase goods/services. The award will be recorded in the organisation’s accounts/cashbook/bank book/bank statement/inventory which will be made available for inspection by Tintwistle Parish Council if required.
* The organisation agrees to co-operate in any monitoring of the benefits and use of the funding.
* Tintwistle Parish Council will not be held responsible for any action of the organisation or anyone acting on its behalf.
* The organisation will recognise and support Tintwistle Parish Council’s commitment to safeguarding the environment, equal opportunities and diversity and will endeavour to ensure that the project does not have a detrimental impact.
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**APPLICATION INFORMATION\***

* **Opening date for applications: Tuesday 29 December 2020**
* **Closing date for applications: Sunday 17 January 5pm**
* **Total funding that can be applied for: £100.00 per organisation**