

# Stanstead St Margaret's Parish Council

[www.stansteadstmargaretsparishcouncil.org.uk](http://www.stansteadstmargaretsparishcouncil.org.uk)

1 Linkside Road  
Bishop's Stortford  
Herts  
CM23 5LP

Clerk of the Council  
J. Fleming

Telephone  
01279 310233

## Grant application form

### General information

Stanstead St Margaret's Parish Council has a limited budget to make grants on a discretionary basis **to voluntary organisations and community groups that provide services that benefit the economic, environmental and/or social wellbeing of residents of the Parish of Stanstead St Margaret's**. This includes, but is not limited to:

- Capital grants for equipment
- Revenue grants to pay running costs and salaries for one year
- Funding for particular events
- Funding for particular projects

In deciding on the allocation of grants, the Parish Council will take into account the financial status of the organisation/group and who in the community will benefit from the grant.

**To enable the Parish Council to make this assessment, please provide as much information as possible in order to support your application.**

**Deadline for submission of applications for this financial year will be Monday 14th November. Grants will next be considered at the Parish Council meeting on the 15<sup>th</sup> November 2016.**

<b><i>Please provide a name and contact details so that we can contact you</i></b>			
<b>Name</b>			
<b>Position in the organisation</b>			
<b>Address</b>			
<b>Telephone</b>	<b>Home</b>	<b>Business</b>	<b>Mobile</b>
<b>Email</b>			
<b>Data Protection Act</b>	All the information you enter on the application form will be stored and held in accordance with the Data Protection Act 1998 and used by Stanstead St Margaret's Parish Council for the purpose of analysing and recording grants.		

***Please give us details of your organisation/group***

<b>Name of the organisation/group</b>	
<b>Where does the organisation meet?</b>	
<b>What are the aims of the organisation? How do these aims benefit the economic, environmental and/or social well being of residents of the Parish?</b>	
<b>Approximately how many and what type of Stanstead St Margaret's Parish residents will benefit from the grant? (Please give a realistic figure and explain in words)</b>	
<b>Is it a registered charity?</b>	

***Please tell us the amount that you are applying for and how the money will be spent. Please provide as much supporting information as you can.***

<b>Amount</b>	
<b>How the money will be spent</b>	
<b>Attach copies of quotes or other relevant documentation</b>	
<b>Please provide a copy of your latest accounts</b>	
<b>What is the organisation's estimated income and expenditure for the year?</b>	

**Have you applied for any other grants in this financial year? Please provide details.**

**Please return the completed form, together with supporting information, to:**

Clerk of the Council, J Fleming  
Stanstead St Margaret's Parish Council,  
1 Linkside Road  
Bishop's Stortford  
Herts CM23 5LP  
or by email to stansteadstmargaretspcclerk@yahoo.co.uk

**I confirm that, as far as I know, the information contained in this application is true and accurate.**

**Signed**.....

**Name**.....

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

.....(date)