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**Grant Application Form**

Applicants are advised that this form and the information supplied will be included as part of the Parish Council’s public records.

If completing the form by hand, please complete the form in BLOCK CAPITALS. If any part of the form is not completed, or financial information requested is not supplied, the Council may not be able to consider your application. If you are uncertain about any of the questions on the form, please contact the Parish Council on 01342 713407.

Organisations making an application for a grant must fall wholly or partly within the Parish of Worth. Worth Parish is made up of the villages of Copthorne and Crawley Down only.

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| **Contact Details** |
| Name of Organisation | Click or tap here to enter text. |
| Are you a registered charity?  | Yes [ ]  No [ ]  |
| Charity Registration Number | Click or tap here to enter text. |
| Address | Click or tap here to enter text. |
| Postcode | Click or tap here to enter text. |
| Contact Number | Click or tap here to enter text. |
| Contact email | Click or tap here to enter text. |
| Contact name (for grant purposes) | Click or tap here to enter text. |

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| **General Information** |
| Aim of the Organisation | Click or tap here to enter text. |
| Amount of Grant Applied For | Click or tap here to enter text. |
| Purpose of Grant | Click or tap here to enter text. |
| Total Cost of Project | Click or tap here to enter text. |
| Typically, the Council will not fund more than 50% of the project cost. How will the remaining funding be secured?  | Click or tap here to enter text. |
| How will you be funding the running costs of your Project/Organisation in future years?  | Click or tap here to enter text. |
| How many people from Worth Parish will benefit if you are awarded this Grant?  | Click or tap here to enter text. |
| Has your organisation previously applied for a Worth Parish Council Grant? | Yes [ ]  No [ ]  |
| If ‘Yes’, please give details | Click or tap here to enter text. |
| Has a grant application been made to any other Body or Organisation for the above purpose?  | Yes [ ]  No [ ]  |
| If ‘Yes’, please give details | Click or tap here to enter text. |

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| As part of Worth Parish Council’s Safeguarding Policy, we require all organisations applying for a grant to supply a copy of their safeguarding policy as part of their application. |
| * Safeguarding Policy attached Yes [ ]  No [ ]
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| **Membership** |
| Please state the number of people involved in your organisation | Click or tap here to enter text. |
| Approximately, what percentage of your members live in Worth Parish? | Click or tap here to enter text. |
| What is the annual subscription, if any? | Click or tap here to enter text. |

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| **Financial** |
| Please enclose your latest audited accounts and/or Business Plan if a new Organisation and other information as follows: * Income and Expenditure Account / Business Plan
* Balance Sheet
* Club/Organisation’s Constitution or Rules
* Is your Organisation registered for VAT? Yes [ ]  No [ ]
* Are you a profit-making organisation? Yes [ ]  No [ ]
* Trustees Annual Report (if a charity) Yes [ ]  No [ ]
* Reserve Policy (if not a charity) Yes [ ]  No [ ]
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I certify that the above information is true to the best of my knowledge and belief, and that I am authorised to make this application.

Signed Click or tap here to enter text. Date Click or tap to enter a date.

*(If you are returning this form electronically, please type in your name)*

Position in Organisation Click or tap here to enter text.

Please return your completed application and supporting documents to clerk@worth-pc.gov.uk or if you are submitting the application by post please send to:

The Clerk to the Council

Worth Parish Council

First Floor, The Hub

Borers Arms Road

Copthorne

West Sussex

RH10 3ZQ