

## Chagford Parish Council (CPC)– grant application form

All applications for grants must be made on this this downloadable form. Please note, some sections may not apply to your application; if so, please write N/A. If your request is for less than £100 many sections may not apply – this will not disadvantage your request.

If you are requesting a grant of more than £100 this form must be completed using the Chagford Parish Council Grant Giving Policy (July 2024), available on the CPC website or by contacting the Clerk.

Once completed attach this document as a word document and send by email to [clerk@chagford-parish.co.uk](mailto:clerk@chagford-parish.co.uk). Please be aware of the following:

- Grants will be considered on a quarterly basis (March, June, September and December).
- There may be insufficient funds in the ‘grant giving’ budget to cover your request,
- You will be informed by the Clerk of the decision made by full council.

<b>Your details</b>	
Your name	
Name of organisation or project	
Your role or position in the project/organisation	
Email address	
Phone number	
Postal address	
<b>Information required</b>	
Details, including objectives of the organisation and the project. If appropriate, please supply a detailed project plan.	

2a. Do you have a constitution? If so, please attach to your application.	
2b. Do you have public liability insurance?	
3. Where your organisation or project operates or will operate Please note: CPC only provides grants that benefit those living in the Chagford Parish.	
4. What will you use the grant for?	
5. What impact do you expect the grant to have on, for example, the environment, the community or health of parishioners?'	
6. The amount requested	
7. Have you sought or received other funding?	
8. Has your organisation previously applied to CPC? If so, when? Was it successful or unsuccessful?	
9. Equalities commitment. Do you have an equalities statement/policy? If yes, please attach. If no, how will you promote equal access for all?	
10. Safeguarding? If your project works or will work with children or vulnerable people, do you have a safeguarding policy or plan? If yes, please attach.	

<p>11. If a new project or organisation, estimated income and expenditure for the first year of operation and plans for future financial sustainability</p>	
<p>12. If an established organisation, please send us the most recent set of accounts and your most recent bank statement. Please see CPC Grant Giving Policy Section 2.</p>	

**Once completed, send as an attachment to an email addressed to: [clerk@chagford-parish.co.uk](mailto:clerk@chagford-parish.co.uk), along with any accompanying documents. Please put “Grant application” as the subject of the email.**