



Kingston Parish Council

Grant Application Form

Please indicate what type of funding you are seeking

Revenue Grant – payable in the year following application, for running costs

☐

Small Grant – payable in the same year as the application, for small projects

☐

Urgent request for funding – initially considered by Council on request

☐

Name of Group/ Organisation:

Main Contact Name:

Contact address:

Daytime phone number of Main contact:

Contact e-mail address:

Are you a newly formed group? (less than 1 year)

Yes

☐

No

☐

How long has your group been operating?

Do you have a voluntary management committee/ steering group?

Yes

☐

No

☐

Are you a registered charity? If yes, please include your charity number

Yes

☐

No

☐

Charity number:

Does your group have a formal constitution?

Yes

☐

No

☐

Does your group have an equal opportunities policy/ statement

Yes

☐

No

☐

Does your group have an annual record of accounts?

Yes

☐

No

☐

Please attach a copy of your most recent accounts and balance sheet to your application

Have you applied for a grant from Kingston Parish Council before?

Yes

☐

No

☐

Please give details:

Please describe your group's main activities:

How much are you applying for?

When would you require payment?

What is the grant for?

Who in Kingston will benefit from it?

Approximate Number of people:

How will Kingston benefit from it?

Do you have any other sources of funding?

Yes ☐ No ☐

If yes please provide details:

Please provide a full breakdown of the project costs and how they will be funded:

Item	Cost	Funded from
Total project cost:		

Please continue on a separate sheet if necessary

Please read the following important terms and conditions carefully. By signing this form, you are confirming that:

- You are an official representative of your group and are authorised to apply for funding on their behalf.
- Your details can be held by Kingston Parish Council in accordance with the Data Protection Act to administer the grants process.
- The information provided is a fair and accurate description of your group and the project for which you are seeking funding for. Misleading or inaccurate information may result in your application being rejected. Late application or failure to complete any section of the application form may result in your application being delayed or rejected.

Name of Applicant:

Signature:

Date:

Please forward your completed form and supplementary information to Kingston Parish Council:

Mrs Stephanie Woods
1 The Drove,
Holt Street,
Nonington,
Dover,
CT15 4HU

Phone: 01304 841827
Email: kingstonpcclerk@gmail.com