



West Rainton and Leamside Parish Council Grants and Donation Policy – Application Form

This application form relates to requests for funding to be considered from the 2026/27 Parish Council Budget.

Please refer to the Policy for grant conditions and guidance notes before completing your application.

The completed application together with the necessary supporting documentation should be returned to Parish Clerk no later than 30 November.

Please complete all sections in black ink or electronically. If hand written, continue on additional sheets as necessary.

1. Your Organisation	
Name of organisation	
Contact Name	
Position in organisation	
Address for correspondence	
Tel No.	
Email address	
2. Type of Organisation	
Type e.g. voluntary not for profit, registered charity	
Where is the organisation based?	
Brief description of your organisation aims and activities. If you are a new organisation, please outline the type of activities you wish to undertake	
Do you have a constitution or other document that provides more details about your organisation. If yes, please submit a copy in support of your	

application	
3.The Project	
Please give details of the project, activity or service that this application relates	
Why is it needed?	
When will it start?	
When will it end?	
What is the total cost?	
How much is this grant application for?	
How will this be used?	
How will this benefit local residents?	
Please give details of any other funding you been awarded or applied for in respect to this project. (Funder, amounts, usage etc.) (Please provide copies of grant award offers in support of your application).	
4. Financial Details	
Copy of your latest bank statement enclosed?	Yes / No
If no, please state why not?	
Copy of latest auditor accounts/financial	Yes / No

statement enclosed?	
If no, please state why not	
5. Other	
Please provide details of and / or enclose any supporting documentation or other relevant information that the parish council should be aware of in considering this application. E.g., exceptional circumstances, quotations received to confirm project costs/amount applied for and /or, if newly formed, budget and business plan	
Details of to whom the cheque payment should be made payable to and the address to where this should be sent should your application be successful	

Declaration

I declare that I have the necessary authorisation from

..... (name of applicant organisation)

to submit this application and the information provided is correct.

Completed by:

Name:

Position in organisation:

Signed:

Date: