**Dickens Heath Parish Council**

**Community Chest Grant Application Form**

**Information about your Community Group/Organisation**

|  |  |
| --- | --- |
| Name of Community Group/Organisation |  |
| Contact Name  |  |
| Role in Group/Organisation |  |
| Address |  |
| Email Address |  |
| Phone Number |  |
| Description of Group or Organisation’s Activities and Aims, and how this benefits the Community of Dickens Heath. |  |

**Information about your Proposed Project**

|  |  |
| --- | --- |
| Please tell us about your proposed project (event/equipment/activity) for which you are applying for a grant. |  |
| How will the community of Dickens Heath benefit from your project, and who are your target groups? |  |
| What is the total cost of the project? |  |
| How much is this grant application for? |  |
| How will you meet the remaining cost? |  |
| Have you applied for any other grants in the last year - for this project or any others? |  |
| Have you applied to Dickens Heath Parish Council for a grant in the last 3 years? |  |

**Supporting Documentation**

Grant applications should be supported by a copy of your group or organisation’s constitution, terms of reference, or rules. Plus a simple budget of the group or organisation’s activities, together with a copy of their previous year’s accounts, or a current bank statement.

**End of Project Evaluation**

The group or organisation must provide an evaluation report to the Parish Council, or a receipt, for the use of funds provided.

**Declaration**

I declare that the information given is correct, and agree to adhere to the conditions laid out in the Dickens Heath Parish Council Community Chest Fund Policy.

Signed ……………………………………………………………………………….

Date …………………………………………………………………………………

Position in Group/Organisation …………………………………………………………………………………………………….

Please return completed application form and supporting documentation to :-

Parish Clerk

Dickens Heath Parish Council

1 Wharf House

Waterside

Dickens Heath

Solihull

B90 1UE

Or to dickensheathpc@hotmail.com