

# Cawston Parish Council

Cawston Community Hall, Scholars Drive, Cawston, Rugby CV22 7GU

## Small Grant Application Form

email: [clerk@cawstonpc.org](mailto:clerk@cawstonpc.org)

Please refer to the small grants policy, criteria and notes at the end of this form before submitting your application. If you need any assistance please contact the Parish Clerk.

Name of Group / Organisation:

Main Contact Name:

Contact address:

Daytime phone number of contact:

Contact e-mail address:

(Circle the appropriate answer)

How long has your group been operating?

Does your group have a formal constitution?

Yes

No

Does your group have an annual record of accounts?

Yes

No

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**Please describe your group's main activities:**

**How much are you applying for?**

**What is the grant for?**

**Who in Cawston will benefit from it and how?**

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

Item	Cost	Funded from
<b>Total project cost:</b>		

*Please note you may be asked for a copy of any quotes or estimates*

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**If successful, your grant will be paid by bank transfer. Please give your account details below.**

**Please read the following important terms and conditions carefully.**

*In submitting this application you assert;*

You are an official representative of your group and are authorised to apply for funding on their behalf.

Your details can be held with Cawston Parish Council in accordance with the Data Protection Act to administer the grants process.

The information provided in this application is a fair and accurate description of your group and the project for which you are seeking funding. 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.

Information about your group and your project may be made available as part of Cawston Parish Council decision making system. Personal contact details and bank details will not be made public.

You have given due regard to health and safety considerations and have controls in place to eliminate or reduce risk exposure.

You will provide Cawston Parish Council with any information requested to enable them to assess & process your application. This may include (but is not restricted to) a copy of your constitution, accounts or bank statements, equal opportunities policy, insurance and relevant health & safety policies.

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## Declaration

I confirm that the information given in this application is a fair and accurate description of our group and our proposed project.

I am authorised to apply for funding on behalf of the group and agree to abide by the terms and conditions of the grants process.

**Name:**

**Signature:**

**Position in Organisation:**

**Date:**

Please send your completed application form, any supporting information via post or email to:

**The Parish Clerk  
Cawston Community Hall  
Scholars Drive  
CV22 7GU  
Email: [clerk@cawstonpc.org](mailto:clerk@cawstonpc.org).**