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3. Please describe the project/activities that you plan to use your grant for.

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4. Who will be the main beneficiaries of the activity/project? Please give numbers, ages. (please include number or percentage of members or users who are living within the boundaries of Choppington Parish Council

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5. Please state how much money you need for your project and what it will be used for.

£	

Amount that you are requesting

£

On behalf of the organisation I confirm that to the best of my knowledge and belief that all the information provided is true and correct. I understand that Choppington Parish Council reserves the right to recover all or part of any grant award in the event of non-compliance with the terms of the grant.

I confirm that all relevant documentation has been provided and that the group/organisation is adequately covered for all liabilities from the running of the activity/project.

I accept that Choppington Parish Council is not liable for any costs, losses or damages incurred as a direct result of the activity or project taking place.

I accept that Choppington Parish Council may request other documents such as Constitution, latest bank statement, receipts etc.

SIGNATURE: **NAME (Please print):**

EMAIL **TELEPHONE NO.**

DATE: **POSITION IN ORGANISATION**

Grant considerations

Choppington Parish Council's small grant scheme is open to community organisations based within the Parish or to such organisations outside the Parish, which are local and serve residents of the Parish.

Applications should

show contribution to the community of Choppington parish,
have specific outcomes, is cost effective and value for money,
show how sustainability is being addressed.

Demonstrate real benefit to the community

Contribute to the achievement of the Council's strategic objectives.

That is: Activities for young people, opportunities for older persons, the environment and provision of community space.

Applications should not

be made retrospectively for work done or items received or for work done or items received that have already been gifted as a grant from another organisation or grant giver.

Conditions of grant

The Council will require feedback

The organisation may be asked to take part in publicity

Open accounting of how the grant has been spent, including submission of accounts/receipts to the Parish Clerk

Expenditure of the grant in line with the application is the responsibility of the organisation but approval of expenditure lies with the Parish Council.

Grants will be withdrawn (or be required to be repaid) if

- I. It is the consensus of the Parish Council that application was based on inaccurate or misleading information.
- II. Expenditure incurred is outside the remit of the project application
- III. Conditions of the grant are infringed