Application for Funding from Mossley Parish Council

(Please note: It is a requirement that individuals or a representative(s) of any organisation applying for a grant attends the meeting of the Town Council at which the application is to be considered in order to answer any questions councillors may have about the application.

If this requirement is likely to cause any difficulty to you or your organisation, please do not let this deter you from making an application. Contact the Clerk by email at the earliest opportunity to discuss the issue.)

Registered Name (this should be the name that is logged with Companies House or the Charities Commission, if applicable)

Registered Company/Charity Number (if applicable)

Name and contact details for Fund application(s)

Name

Position

Email

Telephone

Address

1. **What is the TOTAL amount of funding you are applying for? To the nearest pound (£)**

£

1. **Please give a brief general overview of your organisation summarising its aims and objectives.**
2. **Please explain what the grant is for.** Please provide full details as spending not detailed in this grant application will not be funded.
3. **Give your reasons for why you need this grant.** If you are applying for grants for more than one purpose, please set out the details in respect of each one separately. Please state clearly what value will be added or benefits arising.
4. **Please detail how you have arrived at the amount set out in Q1 above.**
5. **If successful, is this funding expected to be used as ‘matched’ funding for a grant application to another body? If so please provide details.**
6. **If you are offered less funding than you have requested how would this affect your plans? For example, will you seek additional funding from elsewhere, or scale down your plans? (If you are applying for more than one purpose, please answer this question in respect of each one.)**
7. **Please supply a summary of your annual income and expenditure. We do not need detailed information but a summary of your overall operating budget under general headings (such as staffing, premises, equipment etc).**
8. **Has your organisation previously received a grant from the Parish (Town) Council?**

Yes / No

1. **If you answered ‘yes’ what was it for and when was it granted?**
2. Please list any additional documents accompanying this current application, e.g. Work plan, budget, quotations.

Please do not send business plans, letters of support or other supplementary information not directly related to the application.

1. **Bank Details. If an award is made the grant can be transferred to your bank by BACS or by cheque. Please provide details of the account that the funding should be transferred or made out to. Please state your preference for BACS or cheque.**

Bank Name

Account Name

Account Number

Sort Code

Bank Address

1. **Declaration**

**I hereby declare that the information given in this application and any supplementary documentation is, to the best of my knowledge and belief, true and correct.**

Signature

Name

Position

Organisation

Date

## Then

Submit your application by email to theclerk@mossley-council.co.uk or to Mike Iveson, Clerk to the Council, 12 Netherlees, Lees, Oldham, OL4 5BA.

**(Note: It is important that you read the objectives, criteria and conditions on the next page)**

**Overall Objectives**

The Town Council has the following overall objectives for supporting local projects:

1. To support Mossley based social and charitable organisations/groups that benefit residents.
2. To prioritise funding projects that demonstrates clear social benefit.
3. To priorities funding for projects that can be delivered within one year of grant funding.

**Criteria**

Grants will be awarded based on the following criteria:

1. No organisation will be awarded more than one grant in any one year period commencing from the date a grant is awarded.
2. The Council usually grants no more than £300 per project.
3. The project must be based in or have sole benefit to Mossley.
4. Grants cannot be paid for projects already completed.
5. Grant decisions will also be made on the basis of ‘value added’, ‘increased participation’ or ‘engaging new people’ within our community.
6. The applicant organisation clearly has limited resources to fund itself,
7. That it is properly managed and accounted for within the applicant organisation’s accounts.
8. That spending is as applied for.- grantees will be expected to make a report of their project spend and outcomes after twelve months.
9. Grants will not automatically be made to previous recipients or similar projects, a new application should be submitted in full.

**Conditions**

1. Grants will be paid as appropriate, in advance, in part or subsequent to the project, bearing in mind the cash flow of the organisation.
2. The decision of the Town Council is final and no correspondence will be entered into, save for an explanation of refusal, part grant or conditions applied.
3. Grant offers will be made on the basis of a potential funding match but reserves the right to reconsider the application if this does not materialise.
4. Grant funding not spent in time or not used on the project will be cancelled or returned.
5. Grant spending must be accounted for through the recording of monies spent and, if requested, a report to the Town Council for information and publicity purposes.
6. Recipients of grants from the Town Council will be required wherever practicable to acknowledge on publicity material / publications, the fact that the project has been assisted with funding from the Town Council.
7. Applicants will be required to demonstrate that any goods or services to be acquired using grant money will be sourced from Mossley based companies. Alternatively, applicants must provide evidence why this is not possible.