

**Overton Parish Council
Application for Grant Funding**

Name of Club/Society	
Name and address of person making the application	
Telephone Number	
Email address	
What are the aims of your club/society	
How many members do you have?	
What proportion is from Overton?	
What do you want to purchase with the grant? Please explain exactly what is to be funded and why it is required by your club or society. Please provide additional paperwork such as quotations - or further explanation if the project is complicated?	
What is the cost of the project?	
Have you applied for funding from elsewhere? Please specify.	
Have you carried out fund raising? If so how much have you raised towards the project?	
What funds do you require from the parish council? Please specify a figure.	

Please complete all sections

Checklist

Please provide the following:	Tick
Application form	
Latest bank statement	
Latest set of accounts	
Additional details of the project if relevant	
Quotations if relevant	

Before completing the form, please read the guidance notes overleaf

Guidance Notes for Grant Applications from Clubs and Societies

1. Grant requests can be received from:
Clubs and societies within Overton parish
Clubs and Societies outside Overton parish but serving the people of Overton
2. Please give as many details as possible about the project. Information about the cost of the project, money received from other sources and a specific sum of money that is required from is required from the parish council are all required.
3. Grant requests must be accompanied by the application form and the latest set of accounts and a latest bank statement from the organisation making the submission.
4. The budget for grants is set in December each year for payment from the following April and the grants awarded will be agreed by Overton Parish Council. Examples of previous grants made include:

Overton Harriers	£300.00	Towards cost of Overton Road Race
Overton Scouts	£525.00	New cooking tents
Laverstoke Bowls	£300.00	Refurbishment of club room
Overton Taekwondo	£307.00	Entry fees in international competition
Tiddlers Toddler Group	£100.00	Cost of new toys

Overton Parish Council would prefer to fund a specific item of equipment or event. The parish council will require proof of expenditure once the purchase has been made.

5. Grants cannot be made retrospectively.
6. Overton Parish Council has the right to refuse a grant application without explanation.
7. Please return the form to Laura Harley, Oak Tree Lodge, Roundwood, Micheldever, Winchester, SO21 3BA, telephone 01962 774186, email opc@overtonvillage.com.