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| How to apply | **Complete this application form**  **Provide supporting information**  (a) Organisation’s most recent audited accounts/bank statement  (b) Organisation’s constitution (c) Three quotations (where applicable)  **Return application & supporting information by 5pm, 1 March 2025.** |
| Your organisation | Organisation name: ……………………………………………….…………  Chair/Secretary: ……………………………………………….…………  Address (inc postcode) ……………………………………………….…………  ……………………………………………….………… Email: ……………………………………………….…………  Web address: ……………………………………………….…………  Terms of reference: ……………………………………………….………… |
| Your project or activity | Please provide a brief description of your project / activity.  ……………………………………………………………………………………… ………………………………………………………………………………………  ……………………………………………………………………………………… |
| Financial information | Total cost of project (including VAT) £ …………  Value of your estimated contribution £ …………  Voluntary effort (valued at £9.50/hr) £ …………  Cash contribution £ …………  Value of non-Parish grant funding £ …………  We hereby apply for a grant of £ …………  Has your group previously applied for a grant for this or any other project from Teynham Parish Council? **Yes/No** If yes, please give details of amount of funding, projects and dates: ………..………………………………………… ………………………………………………………………….………………… |
| Confirmation | I certify that the statements in this application are true, and that the information provided is correct.  Sign**\*** ……………………..…… Date …………………..……  Telephone ……………………..…… Position ……………………..…  Email ……………………………………………….…….….……..… ***\**** *If completing electronically, please type name* |
| Return | Please return application & supporting information by 5pm, 1 March 2025.  **Email:** [clerk@teynhamparishcouncil.org](mailto:clerk@teynhamparishcouncil.org)  **Post:** Clerk to the Council, 251 London Road, Sittingbourne, ME10 1PW  *For further information call (01795) 487063* |