



**Drayton (Abingdon) Parish Council**

**Grant Application Form**

**Details of the Applicant Organisation**

1. Name of the Group/Organisation applying for a grant:.....
2. Are you a registered charity? Y/N (if yes, please provide your charity registration number): .....
3. Details of the person making the application  
Name:.....  
Address:.....  
Post Code:.....  
Position within the Organisation:.....  
Contact telephone number:.....  
Email:.....

**Details of the Officers**

4. Details of the primary officers of the organisation (names, addresses and telephone numbers)

**Chairman**

Name:.....

Address:.....

Contact telephone number:.....

**Treasurer**

Name:.....

Address:.....

Contact telephone number:.....

5. When was the organisation founded?:.....

**Purpose of the Organisation**

6. Aims and Objectives of the Organisation **(please enclose a copy of your constitution/terms of reference)**

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.....

7. Number of people who currently benefit from the work of your organisation:

Total:..... Regularly served/attending:.....

Please provide details of the membership numbers over the past 5 yrs

Year 1.....Year 2..... Year 3..... Year 4.....Year 5.....

8. Number of Drayton (Abingdon) residents currently benefiting from your work:.....

9. Please list the names of any similar organisations in the area:

.....  
.....

**Project Information**

10. Please provide details about what this grant would be used for:

.....  
.....  
.....  
.....  
.....

11. Project Start Date:..... Project End Date:.....

12. What will be the short and long term benefits to the local community?

Short Term:.....

Long term:.....

.....

**Financial Information - Please attach the most recent balance sheet and statement of audited accounts for your organisation. If you are unable to do so please explain why. (If this is not your first grant application this information must be provided)**

13. Has your organisation previously received a grant from Drayton (Abingdon) Parish Council? If so, please include details of the year, amount, what it was for, and what it achieved.

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14. Estimated total cost of the current project (incl. professional fees if applicable) and include a costing if applicable.

£.....

15. Funds already secured towards the project £.....  
(please provide the details of the other funding sources)

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16. Grant requested from Drayton (Abingdon) Parish Council £.....

17. Will further fundraising be required? Y/N

If yes, please enclose a copy of your fundraising plan and explain the fund raising events that you have already undertaken in the last two years (attach as a separate sheet).

18. What are the future annual running costs of this project? £..... p.a.

19. How will any future running costs be financed?

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20. Organisations Bank/Building Society Details:

Name of the Bank Account/Building Society:.....

Account Name:.....

Sort Code:.....

Account Number:.....

**Additional Information**

21. Please use the space below, and additional pages if required, to submit additional information in support of your application

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**DECLARATION**

**I am applying for grant aid on behalf of the organisation, and undertake, on behalf of the organisation, that any grant made by the Council, or such part of it as the Council may determine, will be repaid if the purpose for which the grant was given changes, or it is found that the information given above is not correct.**

**Signed:**  
**Name (in block capitals):**  
**Date:**

Please complete and scan your signed document and attachments to [clerk@draytonpc.org](mailto:clerk@draytonpc.org) or send hard copies to:

Lorraine Watling  
Drayton Parish Clerk  
Drayton PC Post  
PO Box 457  
Bicester  
Oxon, OX26 9LS