

SECTION 137 GRANT APPLICATION FORM - ST CLEER PARISH COUNCIL

PART 1

PLEASE COMPLETE IN BLOCK CAPITALS

Name of Organisation			
Type of Organisation		Registered Charity no (if applicable)	
Total Number of Members / Users		No. of members / users who live in the Parish	
Contact Name		Position in Organisation	
Contact Address			
Email Address		Telephone Number	
What are the main objectives of the organisation?			

PART 2

Please outline details of the project for which you are seeking funding from the Council (continue on a separate sheet if necessary). Noting that the law requires that Section 137 grants must be “in the interests of or will directly benefit the area or its inhabitants, or of part of it, or of some of it” and “the direct benefit should be commensurate with expenditure.” (Local Government Act 1972 section 137).

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Declaration

On Behalf of our Organization

(Please confirm agreement by ticking the box)

We have read and understood fully the terms and criteria for making a S.137 grant application to St Cleer Parish Council	
We have provided a copy of our organisation's constitution / Governing Document or similar	
We have provided a copy of the most recent annual accounts. Or for new initiatives / organisations a budget forecast.	
We have provided a copy of our most recent bank statement	
We agree to provide copies, to the Parish Council, of all receipts for transactions that have been made with the grant monies awarded, within 56 days of the award being received. (Please note that payment can be delayed is if this is a part of a larger appeal)	
We agree that any publicity that is given to our project, our organisation will acknowledge the grant has been awarded by St Cleer Parish Council and to consent to the publication of information including pictures on the internet	
We agree to attend the Annual Parish meeting to present a report to council on benefits of the grant if requested	
I have the authority to sign this application on behalf of my organisation	

I submit this application on behalf of the stated organization and believe, to the best of my knowledge, all statements made to be true and accurate.

Signed on Behalf of (Name of Organisation)	
Position in Organisation	
Name	
Date	

When completed, please return this form to

The Parish Clerk
 % 35 Kilmar Way
 St Cleer
 Liskeard
 Cornwall
 PL145LU

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For Office Use Only

Date application received	
Application reference number	
All declarations complete and s137 criteria clearly met?	Yes or No
Received copy of applicant constitution / governance document of similar	
Received copy of most recent audited accounts or budget forecast	
Received copy of most recent bank statement	
Does the application comply with the requirements and S137 criteria	Yes or No
Recommendation of the Finance and General Purposes Committee (the FGPC will automatically reject all applications which do not comply)	
Date of FPC meeting	
Decision of Parish Council	
Date PC meeting	
Approved	Yes or No
Amount of Grant	£
Date payment made and cheque number	
Received requested copies of invoices Yes / No	
Were there any unused funds returned Yes / No	
Amount returned if applicable	£