



GRANT APPLICATION

PART 1: GUIDANCE NOTES, PRIVACY NOTICE and APPLICANT DECLARATION

Not circulated to Trustees

Please read these notes before completing the application.

Eligibility and Purpose

- **Local Benefit:** You must demonstrate how your project benefits the inhabitants of the Parish of Stanford in the Vale.
- **Retrospective Funding:** Grants are not normally approved for projects or purchases already completed.
- **Timeframes:** Approved grants must be used within 12 months, or the approval will lapse and a new application will be required.

Requirements and Documentation

- **Quotes:** You must provide at least two formal and independent supplier quotes with detailed costings. If this is not possible, please contact the Clerk and add an explanation in the application.
- **Financial Oversight:** The PPC reserves the right to request to see the accounts of any applying organisation.
- **Compliance:** Organisations must ensure their activities comply with relevant legislation and have public liability insurance in place where necessary.
- **Completion:** Upon completion, receipted invoices must be presented to allow payment. A project summary with images is appreciated for posting on the PPC website.

Privacy Notice

- The PPC collects personal data (name, address, contact details) only to process your application.
- Data is managed under GDPR and UK data protection laws and will not be shared with third parties.
- Your information will be used exclusively, within the PPC, to facilitate the processing of the application. It will be stored securely and will not be divulged to any third party. A copy of the policy statement which details how the PPC will deal with personal information is available from the Clerk to the PPC.
Only Part 2 of this form will be circulated to Trustees for evaluation.

Public Purposes Charity (PPC) – Stanford in the Vale

Registered Charity No: 266718

**GRANT APPLICATION**

Applicant Details

- **Contact Name:** _____
- **Organisation:** _____
- **Position:** _____
- **Address:** _____

- **Email** _____
- **Telephone** _____

Declaration

I consent to my personal data being used to process this application.

I apply on behalf of the organisation and declare that the grant will be repaid if the facilities cease to be used for the declared purpose or if information provided is found to be incorrect.

Signed: _____

Name: _____

Date: _____

Public Purposes Charity (PPC) – Stanford in the Vale

Registered Charity No: 266718

**GRANT APPLICATION****PART 2: GRANT APPLICATION FORM***Circulated to Trustees*

Organisation Details

- **Name**
- **Date Formed:** _____ **Number of Members:** _____
- **Open to all community members?** Yes No
- **Regular Participant Numbers:** _____ **Age Range/Genders:** _____
- **Details of Fees Charged:** _____

The Project

- **Project Title:** _____
- **Description and Objectives:** (Why are you applying and how does this benefit the parish?)

Costs

- **Total Project Cost:** £ _____
- **Other Funding Sources:** £ _____
- **Organisation Contribution:** £ _____
- **Requested from PPC:** £ _____

Submission Checklist

- Completed Application Form **Number of pages:** _____
- Minimum of two (2) formal independent quotes.
- Additional drawings/illustrations (if applicable).

Mail to: PPC Clerk/Correspondent, Stanford Mill, Faringdon Road, Stanford in the Vale, SN7 8NP.or email info@ppcstanford.org