

# HOUGHTON ON THE HILL PARISH COUNCIL

## COMMUNITY EVENT FUND APPLICATION FORM

Please read the Parish Council Policy for Community Event Funding before you start to complete this form.

The deadline for submission of Community Event Fund applications is the first of the month. The application will then be considered by the Parish Council at its next meeting.

### DETAILS OF YOUR ORGANISATION/GROUP

Name of group/organisation	
Contact name	
Position within the organisation	
Contact address	
Contact telephone number(s)	
Contact email address	
Description of group/organisation and its aims	

Description of project for which this application is being made showing the direct benefit to the residents of Houghton on the Hill.  <b>Please attach to this form a Schedule and a Budget</b>		
Please provide details of how these figures are built up on a separate sheet as necessary.	Grant applied for	£
	Residual cost	£
	Total project cost	£
Have you applied for, been promised or received Grants/Donations from any other sources for this project? If so, who?		Yes/No (Delete as necessary)
Number of members in the group/organisation		
Number of members resident in the parish of Houghton on the Hill		
Anticipated number of residents of Houghton on the Hill who will participate.		
Special/other considerations		

**Please complete the following declaration**

I declare that the information given is correct and agree to adhere to the conditions laid out in the Parish Council's Policy for Community Event Funding.

**I HAVE ATTACHED BOTH A SCHEDULE AND A BUDGET**

Signed..... Date \_\_\_\_/\_\_\_\_/20\_\_\_\_

On behalf of	
Position in organisation	

If the person signing this form is under 18, an adult organisation member must countersign it:

Signed..... Date \_\_\_\_/\_\_\_\_/20\_\_\_\_

FULL NAME (*Capitals*):.....