

Dickleburgh and Rushall

The Community Grant Information and Application Form for Individuals

About the Community Grant

The Parish Council has a small amount of money each year to allocate to Individuals under the age of 25 and who fit the principles of the grant.

Grants are annual and limited and will be offered on a first come basis. They will be advertised in both the spring and the autumn of each year. However, applications will be considered throughout the year.

Supporting Notes

- In your grant application please clearly explain how the money you are asking for will benefit yourself and possibly members of the Parish of Dickleburgh and Rushall.
- If possible, please complete the application electronically. If you would like a paper copy, please request one from the Clerk to the Council. The contact details are given below.
- You should allow plenty of time before the activity is due to take place, as the Grants Committee need time to make their decision and we do not fund retrospectively.

Principles of the Grant:

1. The grant is available to all under 25s who reside permanently within the parish boundary of Dickleburgh & Rushall.
2. The grant must fund activities or training that help the applicant and may benefit the community.
3. The grant must constitute an amount of money which would contribute towards funding the activity. Evidence must be provided to clearly demonstrate all costs and any funding from other sources. It is unlikely we will fund the full costs of the project.
4. There must, in the proposal, be a clear positive outcome for the individual that leads to improved performance, skill, knowledge or understanding.
5. Each application must be unique.
6. The grant must not fund an annual or regular event. It needs to be more of a “one off”.

7. All successful applicants will be asked to share their experience with the wider community e.g. Via the website, the Parish News, local groups or the local press etc. (help with this can be provided).

8. Application must be made by completing a **Community Grant Fund Individual Application Form**. Applicants may be invited to talk informally about their application in order to enable the Grants Committee to come to a decision regarding the application.

Criteria

1. Principles 1-8 must be met.

Application via:

1. A Community Grant Fund Individual Application Form must be used – setting out the reason for the application and the benefit to the applicant or the wider community, this could be supported by a letter of recommendation.

We prefer this to be emailed to Clerk@dickleburghandrushallparishcouncil.gov.uk

2. Applicants may be invited to talk informally about their application.

Examples of the Types of Applications which may prove successful:

Educational activities

Cultural activities

The arts

Personal Growth

Environmental activities

Community focused activities

New skills

Enhancing equipment

This is not an exhaustive list but is for guidance

Interested in finding out more? Contact Parish Councillor Jim Kerr on 01379 740225

Post application:

Successful applicants will be invited to share their experience with the wider community and write a simple report for the Parish Council. We ask for images to be included, when appropriate, in the report.

Data Protection:

The data contained on the application form will be retained for the purposes of this grant and, if you are successful, within the Council's accounts for the required seven years. The data is held securely and will not be shared or be used for any other purpose.

As a data subject you have detailed rights including right of access to your own personal data, right of correction, erasure and to object to processing and the right to lodge a complaint with the Information Commissioner's Office (the ICO).

More information regarding how the Parish Council handles data can be found in its privacy statement.

Checking your application is complete.

Before you send your application to us, please check that you have answered all the relevant questions.

If you have any questions or communication needs, please:

- Call our Parish Clerk, Mrs. Ann Baker 01379 742 937
- Send us an email: Clerk@dickleburghandrushallparishcouncil.gov.uk

Download the application form: [Here](#)

Where to send your application

We prefer to receive applications by email but we will also accept them by post. When your application form is complete, email it to:

Clerk@dickleburghandrushallparishcouncil.gov.uk

Or post your application to:

Dickleburgh and Rushall Parish Council

"Ganders,"

Langmere Road,

Rushall,

IP21 4QB