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| **Application to Chevening Parish Council for CIL money to complete an infrastructure project** | |
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| These are the key areas that we will be looking at when making a decision - make sure your answer focuses on these as much as possible. | |
| * Is the project which requires the money sustainable? The Council must be satisfied that the project has been well thought out, realistically costed, and is viable. | |
| * Have you secured funding of your own to at least match the donation sought? (CIL money cannot be used to totally fund projects, only support them). Please give details of where these funds have been raised from under project details | |
| * Does the project assist, support or otherwise benefit a sufficiently broad section of Chevening Parishioners? | |
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| **Amount requested from Chevening Parish Council** | |
| **Total Cost of Project** | |
| **Current funds raised** | |
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| **Contact details**  *You’ll need to give the names, contact details and dates of birth of****two unconnected people****from your organisation, one of whom will be the legally responsible contact for any grant awarded.*  *By unconnected we mean not related by blood or marriage, in a long-term relationship or living together at the same address.* | |
| **Contact 1 – Legal Responsibility**  **Confirm you are over 18 (tick)** | **Contact 2**  **Confirm you are over 18 (tick)** |
| **Organisation details**  *What type of organisation are you? What is its full legal name and address and postcode?* | |
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| **Accounting details**  *What is your accounting year end date and total annual income?*  *To be eligible for funding you need to produce annual accounts, or have set up your organisation less than 15 months ago and not yet produced them.* | |
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| **Bank statement**  *Make sure you have a copy of your organisation’s bank statement from the last three months (or a bank welcome letter if you have opened a new account in the last three months).*  *This should be for the UK-based account you want us to pay your grant into, if you’re successful. You must have at least two unrelated people who are able to manage the account you want to use. The statement****needs to show****the:*  *organisation’s legal name*  *address the statements are sent to*  *bank name*  *account number and sort code*  *date*  *The Parish Council reserves the right to request the funds are held in a separate account from the general funds of the Organisation* | |
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| **About your project** | |
| **Project details** *You’ll need to tell us:* | |
| * *the name of your project* | |
| * *What do you want your Project to do?* | |
| * *when your project (or the phase of the project which requires funding) will start (this must be at least 12 weeks from when you submit your application). We do not accept any requests for retrospective funding* | |
| * *where your project will take place* | |
| * *all the costs involved in your project* | |
| * *Where the funds have been raised from* | |
| * *whether your project targets a specific group of people and, if so, who.* | |
| * *Who will be running the Project and what is the Management Structure. The Parish Council reserves the right to have representation on any Management/Steering Committee for the project* | |