## Kington Town Council Grant application check list

2020-2021

supporting documents enclosed.  
Please tick the appropriate box.

Please note:

If you can’t provide the documentation we have asked for, we will need an explanation as to why not.  
Any award will be made at the Council’s discretion and will be subject to a funding agreement.  
*Incorrect or incomplete forms will be returned to you for completion: please ask a*

*Councillor or member of staff for help if you are unsure of anything.*

|  |  |  |
| --- | --- | --- |
| Have you included | Yes | No |
| 1. Application Form |  |  |
| 2. Bank details |  |  |
| 3. Copy of verified accounts, OR, a recent bank statement if you are a newly formed organisation (less than 18 months old) |  |  |
| 4. Constitution or aims and objectives of organisation. (Not necessary if the council already has an up-to-date copy) |  |  |
| 5. List of officers in the organisation |  |  |
| 6. Details of project |  |  |
| 7. If you received a grant from us in the previous year have you submitted a feedback report? |  |  |

I/We have read and understood the criteria.

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Name of organisation \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_