

**BOLNEY PARISH COUNCIL**  
**GUIDELINES FOR GRANT APPLICATIONS**  
**Adopted by Bolney Parish Council on 15<sup>th</sup> May 2018**  
**Amended on 17<sup>th</sup> February 2026**

The Parish Council is able to consider grants to support local projects and organisations. These guidelines are designed to give a broad overview of what projects might attract such funding and how applications can be made.

**WHAT CAN GRANTS BE USED FOR?**

- Improved local infrastructure e.g. meeting places, community facilities for the benefit of the parish.
- Facilities and activities targeted at young people or the elderly e.g. contribution towards the costs of new or replacement equipment that may be required to assist the group with its activities, or the costs involved in a specific activity.
- The general running costs incurred by local voluntary and charitable groups to enable them to sustain their services and activities.
- Investment in improving the local environment.
- Projects to promote the economic and commercial regeneration of the community.

**WHO IS ELIGIBLE?**

- Local voluntary or charitable groups based and/or working in Bolney.
- Regional or charitable groups that undertake work in Bolney or provide assistance to residents of the Parish.

The work of the group should benefit some or all of the residents of Bolney.

**HOW SHOULD APPLICATIONS BE MADE?**

Grant applications are considered and awarded at the Parish Council meetings.

It is expected that a representative will be available to attend, and speak on the application, at the Council Meeting at which the Grant is being considered, if required.

Applications from local voluntary or charitable groups based and/or working in Bolney will be considered at the next available council meeting. All other applications will be considered at the end of the financial year in February/March.

**PRIVACY NOTICE – HOW THE INFORMATION YOU PROVIDE WILL BE USED**

General Data Protection Regulations – Any personal information such as name, postal address, telephone number, and email address given via this form will only be used to provide a requested service, kept for as long as necessary to provide that service and will not be disclosed to any other third party without your prior permission or unless we are required to do so by law.

Please complete the following details:

1) Full name of organisation: \_\_\_\_\_

2) Name and address of Contact: \_\_\_\_\_

\_\_\_\_\_

3) Description of your organisation's activities:

\_\_\_\_\_

4) How many people are in your Organisation and how many of them live in Bolney?

\_\_\_\_\_

- 5) What are the approximate age groups of members? \_\_\_\_\_  
\_\_\_\_\_
- 6) What is the purpose of the grant? (Please give specific details)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- 7) How much are you requesting? \_\_\_\_\_
- 8) Have any fund-raising activities taken place in the last 12 months and if so, what were they and how much was raised?  
\_\_\_\_\_
- 9) Are there any fund-raising activities proposed during the next 12 months? If so, please give brief details.  
\_\_\_\_\_  
\_\_\_\_\_
- 10) What income, such as membership, subscriptions, or donations etc., is expected in the next 12 months?  
Please advise details and amounts: \_\_\_\_\_  
\_\_\_\_\_
- 11) Please provide details of anticipated expenditure during the next 12 months.  
\_\_\_\_\_
- 12) Are there any other comments you would like to make in support of your application?  
\_\_\_\_\_  
\_\_\_\_\_

Please enclose with this application:

- a) Your organisation's most recent statement of account which should cover an accounting period ending within the previous 12 months; and
- b) An up-to-date bank statement.

**Applications for budgeted grant funds from Bolney Parochial Church Council and The Rawson Hall for the public toilets, do not need to supply additional documents.**

Please forward the completed application to:

Mrs D Thomas  
Bolney Parish Clerk

Tel: 01444 230711  
Email: [clerk@bolneyparishcouncil.gov.uk](mailto:clerk@bolneyparishcouncil.gov.uk)