



## GRANT AID APPLICATION

### **Application for Grant Aid**

The Council has discretionary powers to award grants to local groups or organisations for 'purposes which may bring a direct benefit to the area or any part of it for some or all the inhabitants.'

Any local group or organisation may apply for Grant Aid provided it supports the council's vision and objectives, and meets all the criteria.

### **The Parish Council's Vision is:**

For Ducklington and the surrounding area to become a zero-carbon community that is thriving, inclusive, beautiful, biodiverse and sustainable now and in the future.

### **The Parish Council's Community Objectives are:**

- To improve health and wellbeing, inclusivity and resilience;
- To maintain a pleasant, safe and well looked-after village that all can enjoy;
- To increase opportunities for everyone to exercise, socialise and enjoy green spaces; and
- To provide support for, and work with, Ducklington's strong and active community

## **Criteria for making Grant Aid to any Organisation, Club or Society**

1. Any organisation, club or society that wishes to make an application for Grant Aid must submit a fully completed application form by midday on **31<sup>st</sup> January 2026**
2. The funding must be used for the benefit of residents of the parish.
3. The organisation, club or society must be non-profit making.
4. All applications must be accompanied by the most recent annual accounts and a copy of the most recent bank statement.
5. Each application must state the names of any other organisations to which an application for Grant Aid has been submitted.
6. Receipts for all transactions that have been made with the Grant Aid must be provided to the Parish Council.
7. A 3-month follow-up of the project is required, stating what stage the project has reached and what has been spent so far (unless the funding is for an event more than 3 months in the future)
8. Any unspent grant will be returned to the Parish Council.
9. Any grant that the Parish Council offers is on the understanding that the applicant is responsible for obtaining any necessary legal permissions and the offer of the grant by the Parish Council should not in any way be taken as authorisation.
10. Where appropriate (no images of minors without express permission from guardians), a photograph of the project will be sent to the Parish Council for publicity purposes.
11. The applicant must mention the Grant Aid in any press releases, online communications, social media channels and websites.
12. Non-compliance of publicity requirements may result in the offer of the grant being reduced, withdrawn or reclaimed. Applicants must cover the cost of publicising the grant and this cannot be included in applications for Grant Aid.

To be considered for an award, applicants must answer all the questions on the application form and provide the necessary details requested.

Successful applications will be recorded in the minutes of the Parish Council and applicants notified in writing.

Grants from successful applications will be paid in April 2026.

### **Who can't apply for Grant Aid**

For legal reasons applications cannot be considered from:

1. Individuals
2. Organisations which support or oppose any political party
3. Organisations that discriminate on grounds of protected characteristics: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, sex, race, religion and belief or sexual orientation
4. Organisations or establishments for whom central government, health authorities, county or district council are the appropriate statutory funder

## Application for Grant Aid

<b>Name of organisation</b>			
<b>Registered Address</b>			
<b>Post Code</b>		<b>Tel No.</b>	
<b>Contact Name</b>			
<b>Position in Organisation</b>			
	<i>(i.e. Chairman, Treasurer, Secretary)</i>		
<b>Registered Charity</b>	YES/NO	Registration No.	
<b>What are the activities and/or aims of the organisation:</b>			
<b>How many members do you have?</b>			
<b>Approximately how many of your members live in Ducklington</b>			
<b>Is membership restricted in any way?</b>			
<b>What is your annual subscription, if any?</b>			
<b>Are you affiliated to a national organisation? If so, which one?</b>			
<b>Local venue/meeting place</b>			

<b>Purpose for which grant is required (please give as much detail about the project as possible and use a separate sheet if required)</b>												
<b>Total cost of the project</b>	£											
<b>Amount of grant aid applied for</b>	£											
<b>Has your organisation applied for a grant to any other body or organisation?</b>	YES/NO											
<b>If YES please give details</b>	<table border="1"> <thead> <tr> <th><b>Body or Organisation:</b></th> <th><b>Date of application:</b></th> <th><b>Amount</b></th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td>£</td> </tr> <tr> <td></td> <td></td> <td>£</td> </tr> </tbody> </table>			<b>Body or Organisation:</b>	<b>Date of application:</b>	<b>Amount</b>			£			£
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		£										
		£										
<b>How will the grant be spent (please give costing and timing details)?</b>												
<b>Who will benefit from the project? How will they benefit?</b>												
<b>What fundraising events or activities will your organisation be holding this year?</b>												

## Declaration

1. We have read the criteria for making Grant Aid to organisations
2. We have provided a copy of the most recent annual accounts
3. We have provided a copy of our most recent bank statement
4. We agree to provide to the Parish Council a 3-month report on the status of the project and copies of all receipts for transactions that have been made with the Grant Aid
5. In any publicity that is given to our project, we agree to acknowledge that a contribution has been made by Ducklington Parish Council
6. We agree to mention the Grant Aid in any press releases, online communications, social media channels and websites.

Signed on behalf of (organisation) \_\_\_\_\_

Chairman \_\_\_\_\_ Date \_\_\_\_\_

Secretary \_\_\_\_\_ Date \_\_\_\_\_

When completed, please return form to:

Steve Smith, Parish Clerk, Ducklington Parish Council

[clerk@ducklingtonparishcouncil.gov.uk](mailto:clerk@ducklingtonparishcouncil.gov.uk) or

c/o The Village Hall, Standlake Road, Ducklington, Oxfordshire OX29 7UX

**N.B. Return no later than midday 31<sup>st</sup> January 2026.**

Returns after this time will not be considered