

GRANT APPLICATION FORM 2020-2021 Shinfield Parish Council offers a limited number of grants each year to organisations, clubs and charities which provide a service in the parish to its residents. Grants are generally awarded at the beginning of the financial year, although late applications may be considered. All grant applications must be made using this form. Applicants must read the criteria and conditions carefully and supply the relevant information. The outcome will be notified in writing and in certain circumstances the grant may only be awarded if specific conditions are met. There is no appeal process if an application is turned down. Please complete all sections of this form. You may expand the boxes if necessary.	
Name of Organisation: Shinfield Parish Volunteer Group	
Grant request from Shinfield Parish Council: £500.00	
For what purpose is the grant to be used? How will it benefit the residents of Shinfield Parish? To cover the cost of setting up and stocking a "Social Seniors" Tea Bar in Spencers Wood Pavilion.	
Have you applied to any other organisation for funding for all or part of this project/expenditure? If so, which organisation, and how much? No	

and to the extent of the contribution of the donor to the cost of the property, the donor shall be deemed to have contributed the full cost of the property.

For the purpose of this section, the cost of the property shall be determined as follows: (a) If the property is acquired by purchase, the cost shall be the purchase price paid by the donor; (b) If the property is acquired by gift, the cost shall be the fair market value of the property at the time it was received by the donor; (c) If the property is acquired by exchange, the cost shall be the fair market value of the property at the time it was received by the donor.

Section 170(e)(2)(B)(i) shall not apply to any contribution made by a donor to a charitable organization.

Section 170(e)(2)(B)(ii) shall not apply to any contribution made by a donor to a charitable organization if the contribution is made in exchange for goods or services provided by the charitable organization to the donor.

Section 170(e)(2)(B)(iii) shall not apply to any contribution made by a donor to a charitable organization if the contribution is made in exchange for goods or services provided by the charitable organization to the donor. Section 170(e)(2)(B)(iv) shall not apply to any contribution made by a donor to a charitable organization if the contribution is made in exchange for goods or services provided by the charitable organization to the donor. Section 170(e)(2)(B)(v) shall not apply to any contribution made by a donor to a charitable organization if the contribution is made in exchange for goods or services provided by the charitable organization to the donor.

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DECLARATION

Email address: [REDACTED]	
Postcode: [REDACTED]	Telephone Number: [REDACTED]
Contact address [REDACTED]	
Position held in organisation: Chairman	
Title: Mr	First name: [REDACTED]
Surname: [REDACTED]	
Contact for this application:	
Briefly describe the role of your organisation within Shinfield Parish Shinfield Parish Volunteer Group was formed approximately 15 years ago to implement the Voluntary aspirations of the Shinfield Community Plan 2011 -2021. Meetings have not taken place regularly in recent years. In stead the membership call upon one another as and when required or a meeting is convened by the Chairman to address a particular issue. Current Active Membership working in support of Shinfield Parish Philip Green, Chairman Ray Sharp - Ramblers Association (Recently installed kissing gate on SPC paths) Patricia Green – Spencers Wood History Society (Currently working on SPC walks leaflets) Dr. Elaine Butler – Producer of SPC Parish Plan (Currently working on SPC Walks leaflets and Trees of interest labelling project) Ian Young and Kerry Taylor – Computer Club. (the computer club provides low cost assistance to help Shinfield Seniors come to grips with laptops, tablets, email and the internet) Shinfield Voluntary Car Service (provides free transport for medical appointments for the elderly and other community transport support) Sheila Attack Accounting Services. Treasurer for Car Service, Computer Club and other SPVG activity as and when required. Janice King – Voluntary caterer Eddie Brown – Shinfield Parish Council representative Where are you based? Shinfield Number of members in your organisation? 10 as above together with a net work of supporting volunteers	

DECRYPTION

The following declaration must be completed by a senior contact on behalf of the applicant organisation.

I apply for grant aid on behalf of: Shinfield Parish Volunteer Group

I declare that:

- the organisation named in this application form has authorised me to sign this application on their behalf;
- I have noted the conditions under which grants are awarded by Shinfield Parish Council;
- I confirm that if successful, I and the organisation which I represent, will abide by the conditions.

I undertake, on behalf of the organisation, any grant or such part as Shinfield Parish Council may determine, will be repaid if:

- The organisation is found to be in breach of the conditions applied to the grant;
- The grant ceases to be used for the purpose(s) for which it was given.

I certify that the information given in this application is true and confirm that the enclosures are current, accurate and adopted or approved by our organisation.

Signed: _____

Date: _____

16/6/21

Name: (Block capitals): _____
Position in organisation: Chairman, SPVG.

Additional information required (please tick the box if included with your application)

Accounts	
Balance Sheet	
Annual report (if available) /Financial Statement	
Other – Bank Account Details for Payment	
Bank Name	
Bank Sort Code	
Bank Account Number	

1. 1997-2000 г.г. (1997-2000 г.г.)

2. 2001-2004 г.г. (2001-2004 г.г.)

3. 2005-2008 г.г. (2005-2008 г.г.)

4. 2009-2012 г.г. (2009-2012 г.г.)

5. 2013-2016 г.г. (2013-2016 г.г.)

6. 2017-2020 г.г. (2017-2020 г.г.)

7. 2021-2024 г.г. (2021-2024 г.г.)

8. 2025-2028 г.г. (2025-2028 г.г.)

9. 2029-2032 г.г. (2029-2032 г.г.)

10. 2033-2036 г.г. (2033-2036 г.г.)

11. 2037-2040 г.г. (2037-2040 г.г.)

12. 2041-2044 г.г. (2041-2044 г.г.)

13. 2045-2048 г.г. (2045-2048 г.г.)

14. 2049-2052 г.г. (2049-2052 г.г.)

15. 2053-2056 г.г. (2053-2056 г.г.)

16. 2057-2060 г.г. (2057-2060 г.г.)

17. 2061-2064 г.г. (2061-2064 г.г.)

18. 2065-2068 г.г. (2065-2068 г.г.)

19. 2069-2072 г.г. (2069-2072 г.г.)

20. 2073-2076 г.г. (2073-2076 г.г.)

21. 2077-2080 г.г. (2077-2080 г.г.)

22. 2081-2084 г.г. (2081-2084 г.г.)

23. 2085-2088 г.г. (2085-2088 г.г.)

24. 2089-2092 г.г. (2089-2092 г.г.)

25. 2093-2096 г.г. (2093-2096 г.г.)

26. 2097-2100 г.г. (2097-2100 г.г.)

27. 2101-2104 г.г. (2101-2104 г.г.)

GRANT CRITERIA

The Parish Council seeks to maintain a balanced provision of grants with the principles of best value being applied in considering all applications.

1. Grants to organisations or charities serving in the community as a whole will take priority.
2. The purpose of the grant should be in the interests of, and bring direct benefit to, the parish or its residents.
3. The grant may be a contribution to the funds of a charitable body for the furtherance of its work in the local community.
4. Grants are not awarded retrospectively.

CONDITIONS OF GRANT

1. All organisations applying to Shinfield Parish Council for a grant must comply with Shinfield Parish Council's general criteria. The applicant organisation must complete all sections of Shinfield Parish Council's grant application form, including the declaration.
2. All organisations receiving grants will be required to acknowledge the grant and comply with any conditions specified.
3. All organisations receiving a grant should acknowledge Shinfield Parish Council's support in publicity and promotional activities. Shinfield Parish Council reserves the right to publicise the grant award in its own promotional material (for example, the parish newsletter, Annual Report)
4. As part of its application, the organisation must submit the following information: constitution or terms of reference, accounts/financial statement, annual report (if available) and balance sheets and latest available accounts.
5. Shinfield Parish Council reserves the right to monitor the way in which grants have been spent; organisations in receipt of grant aid must follow Shinfield Parish Council's monitoring requirements. For all grants awarded this will require the completion of a grant monitoring form giving the following information: how the grant has been spent (copies of relevant invoices and receipts may be required); a statement of accounts for the year in which the grant has been made; evidence of benefit to Shinfield Parish, e.g. number of beneficiaries resident in Shinfield Parish.
6. Shinfield Parish Council reserves the right to seek to recover the grant and/or any moveable equipment bought with the grant money if the organisation ceases to exist, or if the grant is not used for the purpose(s) in the original application to Shinfield Parish Council, or if the conditions of the grant are not met.

1. The first step in the process of the development of a new product is the identification of a market need. This is done by conducting market research, which involves gathering information about the needs and wants of potential customers. This information is then used to develop a product that meets these needs and wants.
2. The second step is the development of a business plan. This plan outlines the company's goals, objectives, and strategies for achieving them. It also includes information about the company's financial needs and how they will be met.
3. The third step is the development of a prototype. This is a preliminary version of the product that is used to test the design and to gather feedback from potential customers. The prototype is usually made of a material that is easy to work with, such as wood or plastic.
4. The fourth step is the development of a marketing plan. This plan outlines the company's strategies for promoting the product and reaching potential customers. It includes information about the company's advertising, sales, and distribution efforts.
5. The fifth step is the development of a production plan. This plan outlines the company's strategies for manufacturing the product. It includes information about the company's equipment, materials, and labor needs.
6. The sixth step is the development of a distribution plan. This plan outlines the company's strategies for getting the product to the market. It includes information about the company's distribution channels, such as wholesalers, retailers, and direct sales.
7. The seventh step is the development of a financial plan. This plan outlines the company's financial needs and how they will be met. It includes information about the company's revenue, expenses, and cash flow.
8. The eighth step is the development of a legal plan. This plan outlines the company's legal needs and how they will be met. It includes information about the company's intellectual property, contracts, and other legal matters.
9. The ninth step is the development of a human resources plan. This plan outlines the company's human resources needs and how they will be met. It includes information about the company's recruitment, training, and compensation strategies.
10. The tenth step is the development of an operational plan. This plan outlines the company's operational needs and how they will be met. It includes information about the company's production, distribution, and other operational activities.

CONCLUSION

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REFERENCES