

# Ecclesfield Parish Council

*Council Offices, Mortomley Lane, High Green, Sheffield, S35 3HS*  
*Telephone: (0114) 2845095 Fax: (0114) 2869486*  
*e-mail – [admin@ecclesfield-pc.gov.uk](mailto:admin@ecclesfield-pc.gov.uk)*  
*Visit our Website: [www.ecclesfield-pc.gov.uk](http://www.ecclesfield-pc.gov.uk)*  
*Tara Ball, Clerk to the Council*

## Are you eligible to apply?

Groups or organisations should be locally based and local people involved in their management. Groups should be located in and operated within the Ecclesfield Parish Council area. Community groups who apply must have a bank account in the name of the group; payments cannot be made to individuals.

## Completing your form

Please write clearly and check the phone numbers you give. Make sure that you answer all the questions fully. If you need help with any part of the form please contact the number above. Put as much information as you possibly can and you can use additional sheets of paper if necessary or add other information in support of your application.

## In Your Application Form you need to show your activity is:

- Set up by local people within your Parish.
- Aims to tackle a particular issue or need within your community
- Provides a community benefit
- Has a co-operative, partnership or self help approach

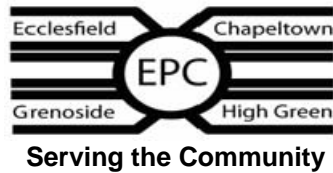
## What We Fund:

### We don't fund

- Individuals – child care, training, travel expenses, salaries or wages
- Salary costs – for paid workers
- Party political or religious activities – though we will fund community activities run by churches and faith organisations
- Groups or activities outside the Parish area
- Things that have already happened or have been paid for

### We could fund

- Small items like a park bench or play and sports equipment
- Community events
- Crèche costs to support new activities such as one off events, or open day workshops for your group, but not for individuals or management committees
- Study visits, group outings or events
- Small environmental improvements
- Art projects that improve the local community
- Youth activities outside of statutory provision



We could fund many other things, so do apply.

If you could get the funds you are applying for more appropriately from another organisation then we may ask you to apply to them instead.

Are there any conditions that apply?

- If you decide to change how you will spend the money, then you must let us know
- You must keep receipts – we may need to see copies
- You must complete the activities we have funded within one year
- You will be sent or given a monitoring form that you must complete and return to us by the date stated on the form.
- If you don't return the monitoring form you may not get any funding in the future
- We do expect that participants on workshops, trips etc. would contribute to the cost, even if it's a small amount
- It is a requirement of the Parish Council that photographic evidence is provided of the event/purchase for which the grant is given

Who decides about our application?

The Finance Committee of the Parish Council decide upon the amount to be awarded to the application. This is then approved or rejected by Full Council at the subsequent Council meeting. Successful applicants are then informed of the amount to be awarded by letter following full Council meeting.