GRANT EVALUATION CHECKLIST 2023

## **Please note**

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| --- | --- |
| We cannot provide a grant to: | Applicable? |
| * An individual
 |  |
| * A commercial, religious, or political organisation
 |  |

|  |  |
| --- | --- |
| We cannot provide a grant to a project: | Applicable? |
| * that is the prime responsibility of another statutory authority
 |  |
| * intended to improve or benefit privately owned land or property
 |  |
| * already complete by the time the grant is made
 |  |

|  |  |  |
| --- | --- | --- |
|  | Supplied? | Comments |
| Name of group/organisation |  |  |
| Charity number (if any) |  |  |
| Website or Facebook (if any) |  |  |
| Applicant’s name  |  |  |
|  Email |  |  |
|  Phone |  |  |
| Position within group |  |  |
| Total cost of project |  |  |
| Amount of grant requested |  |  |
| Other funding obtained  |  |  |

## We will only provide grants for charitable, benevolent, social, cultural, recreational, or philanthropic purposes

|  |  |
| --- | --- |
|  | Charitable, benevolent, social, cultural, recreational, or philanthropic purposes |
|  | Yes? | Comments |
| Purpose of organisation |  |  |
| Summary of project |  |  |

## We will only provide grants to a group/organisation if the applicant agrees:

|  |  |
| --- | --- |
|  | Yes? |
| To use funding solely for the purpose agreed with the parish council |  |
| To provide receipted invoices on completion of the project |  |
| To give a progress report at our Annual May Parish Meeting |  |

 We will only award grants that benefit and involve Northchurch residents.

The pie chart from [citypopulation](https://www.citypopulation.de/en/uk/eastofengland/wards/dacorum/E05004710__northchurch/) shows the age range.

## Highlight how this project will benefit and involve our residents?

(Continue overleaf if necessary)

## We will only award a grant to a group/organisation that is well managed:

|  |
| --- |
| **Please list and submit (or provide a weblink to) any documents which describe your**  |
|  | Supplied? |
| Aims, objectives |  |
| Organisational structure  |  |
| Meeting and governance procedures |  |
| Equalities Policy |  |
| Safeguarding policy (if applicable) |  |

## We will only award a grant to a project that is financially viable with a bank account operated by at least two joint signatories

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| --- |
| **Please list and submit the following documents** |
|  | Supplied? |
| Most recent bank statement  |  |
| Accounts for the last financial year |  |
| Project timeline | (Continue overleaf if necessary) |
| Breakdown of project costs | (Continue overleaf if necessary) |