

Drayton (Abingdon) Parish Council

Community Grant Application Checklist

This checklist is designed to help organisations ensure their grant application is complete before submitting it to Drayton Parish Council.

Before you submit, have you included:

- Completed Grant Application Form (all sections filled in).
- Copy of your organisation's constitution or governing document.
- Copy of your latest approved accounts and balance sheet.
- Detailed budget or cost breakdown for the project.
- Evidence of funds already secured from other sources (if applicable).
- Fundraising plan (if future fundraising is required).
- Any supporting documents (e.g. project plans, publicity materials).

Eligibility Reminders:

- Grants are only available to local voluntary, charitable and not-for-profit organisations.
- Projects must clearly benefit the residents of Drayton.
- Grants are not available for individuals, profit-making groups, or national appeals.

Submission:

Please send your completed application and supporting documents to:

Email: clerk@draytonpc.org
or post to the address provided on the form.

Applications must be submitted at least two weeks before the relevant Council meeting.