



Aylesham Parish Council

Centenary Grant- Application Form



Please ensure you have read the guidance notes before submitting an application.

1. Organisation Details

Organisation Name:

Contact Name:

Telephone:

Email:

Registered Address:

Registered Charity / CIO (Yes/No):

Charity No:

Company Ltd by Guarantee or CIC (Yes/No):

Company No:

Community Group, Club or Association (Yes/No):

Details:

Have you received a grant from Aylesham Parish Council in the last 3 years?
(Yes/No)

If yes, please give year(s) and amount(s):

2. About Your Centenary Project

Describe your Centenary project or activity (what you will do, where, and how). Explain how it celebrates or contributes to Aylesham's 100-year anniversary.

Proposed start date:

Proposed finish date:

What will be the impact of the project on Aylesham's Centenary celebrations?

Who will benefit from this project? Will all Aylesham residents benefit? If not, which groups?

Will people outside Aylesham benefit? (Yes/No) If yes, estimated % from Aylesham: ____%

Explain what a Centenary Grant would be used for:

3. Financial Details

Provide a full breakdown of costs. Quotes/estimates must be attached.

Item	Supplier	Cost (£)

Total cash cost: £ _____

Estimated volunteer hours: _____

In-kind contributions (with value £):

Other funding applied for (not yet secured):

Organisation: _____ Amount: £ _____

Organisation: _____ Amount: £ _____

Organisation: _____ Amount: £ _____

Funding already secured:

Organisation: _____ Amount: £ _____

Organisation: _____ Amount: £ _____

Your organisation's cash contribution: £ _____

Centenary Grant requested from Aylesham Parish Council: £ _____

4. Data Protection (GDPR)

Aylesham Parish Council will process the personal data supplied in this application solely for the purposes of administering, assessing and monitoring this grant application and any award made.

Details of successful Centenary grants may be published in council minutes or on the Parish Council website.

5. Terms and Conditions

Aylesham Parish Council's Centenary Grant operates alongside the General Grants Programme in 2026/27 as a separate, one-off funding stream to support projects linked to Aylesham's 100th anniversary in 2027.

- i.** Only **one** Centenary Grant application may be submitted per organisation in 2026/27.
- ii.** The maximum grant amount per application for 2026/2027 is £1,500
- iii.** The grant must be used solely for the purpose stated in the approved application. Aylesham Parish Council reserves the right to reclaim any grant not used for the specified project or activity
- iv.** Should the organisation disband, or the approved project cease, the Parish Council may require all or part of the grant to be repaid.

- v. Organisations are responsible for ensuring that they comply with all legal, regulatory and statutory requirements relevant to their project.
- vi. To be eligible for a Centenary Grant, an organisation must not discriminate on the grounds of race, gender, disability, age (except where appropriate to the nature of the activity), or political or religious persuasion.
- vii. A full breakdown of project costs must be provided, together with quotes or estimates for all significant items of expenditure. Applications submitted without this information may not be considered.
- viii. Public acknowledgement of any Centenary Grant from Aylesham Parish Council is required on promotional material, websites and social media where appropriate. The Parish Council's logo and Centenary branding will be supplied on request.
- ix. Organisations must contact Aylesham Parish Council before disposing of any equipment or resources purchased, or part-purchased, with a Centenary Grant within three years of receiving it.
- x. A post-grant report must be submitted to the Parish Council by 31 March 2027 setting out how the grant was spent and what was achieved. This report may be presented at the Annual Parish Meeting.
- xi. Where projects involve children, young people or vulnerable adults, appropriate safeguarding policies and procedures must be in place and provided to the Parish Council on request.
- xii. In exceptional circumstances, the Parish Council may consider additional applications or variations to the amount awarded.

6. Declaration

I declare that the information given is correct and that I have read and agree to the Terms and Conditions of the Centenary Grant Programme.

Signed: _____ Date: _____

I am authorised to sign on behalf of the organisation.

7. Payment Details

Payee for grant payment (Organisation name only): _____

Bank details:

Account name: _____

Sort code: _____

Account number: _____

For Aylesham Parish Council Use Only

Date received: _____

Checked by: _____

Validated by R.F.O: _____

Committee meeting date: _____

Decision: _____

Date applicant notified: _____