



Grant Application Form

Please complete all sections of this application form.

Return to completed applications to : [the.clerk@alwoodleyparishcouncil.org](mailto:the.clerk@alwoodleyparishcouncil.org)

**Section A – Please give the full name and address of the organisation applying for the grant and contact person**

<b>Name of organisation</b>	Alwoodley Community Association - Table Tennis Section	
<b>Organisation details</b> Include address, e-mail, telephone number, web-site	Alwoodley Community Hall, The Avenue, Leeds LS17 7NZ,	
Is this organisation a profit making concern? If this organisation is a registered charity please provide charity number .....		
<b>Registered charity</b>		
<b>Please provide a brief description of your organisation</b> i.e. what does it do	The table tennis section of the ACA is open to people of all ages and backgrounds. It provides the opportunity to learn and play table tennis socially on a Monday night or competitively in the Leeds league on various match nights. We have two teams playing in the Leeds League and may shortly have enough competitive players to make up third team.	
<b>Contact person</b> Enter details of a contact person if we have a question in relation to this grant application	<b>Name</b>	Jerry Allen
	<b>Address – if different to above</b>	1 Avenue Lawns, LS17 7HP
	<b>Telephone</b>	07837 832252
	<b>e-mail</b>	allenjcpj@btinternet.com
<b>Have you applied for a grant from Alwoodley Parish Council before?</b>	No	

**Section B – details of requested grant**

<b>Grant amount being applied for</b>	£339.99 current price to be confirmed in person at next Parish council Meeting.
<b>Please provide details why this grant is required. Please include:</b>	

Reason for grant application	<p>The ACA Table Tennis Section has been growing in popularity over the past three years and especially since the ACA online newsletter has publicised us. We held a TT open day as part of the Leeds 2023 sports event for Alwoodley which was also well attended. Now that we have two (perhaps more) teams competing in the Leeds League we would like to improve the facilities for our players to practice and develop their game. An automatic ball delivery machine, known as a “Robot,” will allow a player to practice specific shots repetitively and without another player needing to feed the balls to that player.</p> <p>This facility is especially beneficial for our younger players and those players who have reached a plateau in their game play need help to move onto the next stage.</p>
Who will benefit from it?	All Section members will benefit, numbering about 30 at the moment and growing all the time, also any new members in the local community who learn of this new facility and would like to join and use it.
How will the money be spent?	To fund the purchase of a ball delivery machine known as a robot.
When will the money be spent?	Immediately that we have the funds approved and provided.
Will your organisation recognise the grant by this Parish Council?	Yes, in the ACA Newsletter and all our players will be informed of the positive support from the Parish Council.
How do you intend to keep the Parish Council informed about the project?	Any way you would like. A member of the TT section could attend one or more Parish Council meetings with an update.

**Section C – Please provide details of other sources of finance**

<p>Have you applied to any other body for a grant towards the proposed project? If yes please provide evidence, including the amount.</p>	<p>We were successful in gaining the funds for a new table tennis table (approx £500) in 2023 from the Leeds Table Tennis League.</p>
<p>How else do you raise income?</p>	<p>Pay-and-play attendance fees.</p>

If this grant application failed, what would happen?	We would have difficulty in funding such a purchase as we have recently bought another few table tennis tables to replace old worn out tables. The benefit of a "Robot" ball machine to advance both our players' skills and our standing in the Leeds League would be lost at this time. It is especially beneficial for the growth and development of our younger players and those players who have reached a plateau of their game play and need help to move onto the next stage.
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**If successful, your grant will be paid by BACS payment, please provide the sort code and account number for the bank account you would like payment transferred to:**

Account Name	Alwoodley Table Tennis Club, Community Account
Sort Code	52-30-11
Account Number	32221991

**Section D - Application and declaration**

Please read the following important terms and conditions carefully. By signing this form, you are confirming that:

- You are an official representative of your group and are authorised to apply for funding on their behalf.
- Your details can be held by Alwoodley Parish Council in accordance with the Data Protection Act to administer the grants process.
- You have read and understood the council's Grant Policy, available on the Council's website: [www.alwoodleyaparishcouncil.org](http://www.alwoodleyaparishcouncil.org)
- The information provided in this application is a fair and accurate description of your group and the project for which you are seeking funding. Misleading or inaccurate information may result in your application being rejected.
- You agree the core terms stated below.

Signature .....J P Allen.....

*(electronic submissions can use electronic signatures)*

Name Jeremy Allen

Date: 12 May 2026

**Please note the following core terms of grant:**

- Payments will only be made with a hard copy invoice/receipt for payment linked to the breakdown provided in the application form. Should the project end up costing less than the awarded amount the lower amount will be paid.
- In the event that the grant awarded is to assist payment of an invoice from an individual who can provide a formal invoice (with a formal trading name) e.g. John Smith t/a DJ John. This is permitted.
- Payments will NOT be made to any private individual linked to the project or its committee.
- Payments will be made by way of cheque or bank transfer. Under no circumstances will a cash payment be made.
- Alwoodley Parish Council reserves the right to reclaim any grant monies provided, e.g. in the event that the project costs less or ends up not proceeding. In such a case Alwoodley Parish Council will provide a written request for payment and these funds need to be repaid to the council within 30 calendar days of receipt of such a written request.
- Should your project cost more than the amount of your bid then there will not be an increase in this grant. Any shortfall will need to be met via alternative sources.
- Should you change your arrangements a grant cannot be diverted to a different project for the same group unless the Parish Council agrees after written consent.
- Any money that is awarded must be spent and claimed from Alwoodley Parish Council within one year.