

Transparency Fund for Smaller Authorities - Funding Application Form

Click here to view information on the Fund, including instructions on how to complete the application form.		
Question	Answer	
1. What is the name of your authority (a parish council)?	Holford Parish Council	
2. Which county association of local councils area (or Association of Drainage Authorities) is your authority in?	Somerset ALC	
3. What is your authority's turnover? (n.b. see Guidance notes for details on turnover)	£3,025.00	
4. Has your authority received money from the Transparency Fund before?	No	
5. Is your authority setting an internet connection in place, or has it set up a connection already, solely to comply with the Transparency Code?	Yes	
<b>If the answer is YES:</b>		
6. Set up cost for internet connection		
7. From what date is your authority using the internet to comply with the Transparency Code?	1/6/17	
8. Monthly cost for internet connection	£25.00	
<b>Total amount claimed for internet set up</b>	<b>£25.00</b>	
9. Does the authority currently own a computer?	No	
<b>If the answer is NO:</b>		
10. Cost - (Excluding VAT)	£350.00	
11. Does the authority require software?	Yes	
<b>If the answer is YES:</b>		
12. Costs (Excluding VAT)	£200.00	
13. Does the authority currently own a device capable of scanning?	No	
<b>If the answer is NO:</b>		
14. Cost (Excluding VAT) n.b. see Guidance notes for details on combined scanners/printers etc	£100.00	
<b>Web presence</b>		
15. Does your authority have a website?	No	
16. Does your authority have access to another organisation's website to which it can upload the necessary documents?	No	
17. If the authority is using (or would like to use) another organisation's website which involves a cost, please provide details of that cost amount (Excluding VAT). If you would like to request money to set up your own website, please leave this section blank.		
<b>If the authority does not currently have access to a website to which it can upload the documents, or if you have received funding from us previously and would like to claim recurring costs, please answer the following questions:</b>		
18. Website - Set up Costs ( Excluding VAT)	£200.00	
19. From what date would you like to start claiming funding for monthly website costs? Please note, you may only claim funding for monthly costs if you have set up a website solely to comply with the Transparency Code.	01/05/17	
20. Website - monthly costs (Excluding VAT)	£25.00	
<b>Total amount claimed for website costs</b>	<b>£775.00</b>	
<b>Training</b>		
21. Is any training needed?	Yes	
<b>If the answer is YES:</b>		
22. Brief Description	Training on administering the new parish council website. Clerk	
23. Total Cost (Excluding VAT)	£400.00	
<b>Staffing</b>		
<b>Set up costs</b>		
24. Total hours	50.0	
25. Hourly rate (Gross)	£10.50	
<b>Monthly costs - for months up to and including March 2018</b>		
26. Hours per month	3.00	
27. Hourly rate (Gross)	£10.50	
28. From what date would you like to start claiming funding for monthly staffing costs? Please note, we can only claim staffing costs for the period starting with the date until the end of the financial year.	01/05/17	
<b>Total amount claimed for staffing</b>	<b>£371.50</b>	
29. If the authority believes it needs to access funding for other items which are not covered by this form or if you have exceeded the grant threshold you can apply for, for any of the sections above, please give concise details of these requirements, the reasons and costs involved here. Please note - if the authority chooses to use this box your application may take longer to process and we do not guarantee that we will meet the dates in the attached timetable.		
<b>Total amount requested</b>	<b>£2,346.50</b>	
<b>Authorisation</b>		
Please confirm that this document has been approved by the authority	Approved	
<b>Finance Details</b>		
Account name	Holford Parish Council	
Bank address		
Sort Code - six digits		
Account Number - eight digits		
FOR COUNTY ASSOCIATION/ ADA USE ONLY - Data received		
FOR NALC OFFICE USE ONLY - Data received		