

# GRANT POLICY

## 1. GENERAL

The contribution made by the many organisations and individuals to the well-being of the local community is recognised by the Council as important to our parish. The purpose of any grant given by the Council is to support initiatives in the local community and to help create opportunities for the residents of the Parish that are not, as a matter of course, funded by the Council.

There is no 'set' grant budget each year. Only in very exceptional circumstances is a grant of over £500 likely to be made. It is also important that all questions on the application form are fully answered and that any appropriate additional information, which supports an application, is provided.

A grant must be spent specifically for the purpose agreed. Grant applications will be dealt with by the full Council

## 2. CONDITIONS OF FUNDING

- a. Applications will be considered from any local groups, charitable organisations or voluntary groups in the Parish of Weedon Bec.
- b. Applications WILL NOT be considered from:
  - Organisations intending to support or oppose any particular political party or to discriminate on the grounds of race or religion.
  - Individuals
  - Private organisations operated as a business to make a profit or surplus.
  - "Upward funders", ie local groups whose fund raising is sent to their central HQ for redistribution.
- c. Applications from religious groups will be considered where a clear benefit to the wider community can be demonstrated irrespective of their religious beliefs. Compliance with this requirement will need to be demonstrated throughout the project.
- d. Applications from education, health or social service establishments will be considered where the organisation can demonstrate that it is working in partnership with other groups and where there are benefits to the wider community within the Parish.
- e. The organisation will normally be expected to have clearly written aims and objectives, a written constitution and membership rules, copies of which should be submitted as part of the application. However the Parish Council recognises that smaller groups, which run for the benefit and well-being of residents, do not have these rules/documentation and that will not exclude them from applying.
- f. All applications must demonstrate clearly how a grant or subsidy will be of benefit to the group and/or to the local community within the Parish.
- g. An organisation is required to have a bank or building society account in its own name as grant cheques will not be made out to individuals.
- h. Ongoing commitments to award grants in future years will not be made. A fresh application will be required each year.
- i. Each application will be assessed on its own merit. To ensure as fair a distribution as possible, the Council will take into account the amount and frequency of previous awards.
- j. The Council may make the award of any grant subject to such additional conditions and requirements as it considers appropriate.

### **3. HOW TO APPLY & WHEN TO APPLY**

- a. The application must be made using an official Parish Council application form which is available from the Clerk or the website. All applications for amounts under £500 will be considered at the next appropriate meeting of the Parish Council following receipt.
- b. All groups will be treated equally. If an organisation has had a grant previously, they are not guaranteed to receive financial support again but are not excluded from applying again. A fresh application will be required each time.
- c. Groups who anticipate a need for grant support over £500 are asked to provide the Parish Council with an estimate of their need in November preceding the financial year in which the money may be required, giving as much supporting information as possible to enable the PC to consider the request within its precept application. This estimate does not constitute an application which must be submitted separately when the grant is needed. There is no guarantee that a grant can be made and groups should not rely on this as a source of income.
- d. The Parish Council is prepared in exceptional circumstances, to consider applications for grant support over £500 at any time of year provided the group can demonstrate that:
  - i) Its continued value to the community
  - ii) It would not be able to continue its customary service without substantial help
  - iii) The circumstances that give rise to the need are exceptional, for example unforeseen damage to property or equipment that cannot be covered by insurance or because of changes in regulations (for example health & Safety requirements or accessibility requirements) which give rise to costs for which no other source of finance is available
  - iv) The group is new and intends to provide a service to residents that could not be provided in any other way. In such circumstances the group will be expected to demonstrate that it can match fund any financial support the Parish Council can give.

### **4. PROCEDURE FOR SUCCESSFUL APPLICANTS**

Wherever a grant is made by the Parish Council, groups must provide, within 3 months, a written account of how the grant or subsidy has been used and be prepared to reimburse any surplus to the Parish Council. Groups that receive an award will be required to acknowledge the Parish Council's contribution on all publicity/printed material

**WEEDON BEC PARISH COUNCIL**

**GRANT APPLICATION**

<b>1</b>	<b>Name of Group/Organisation</b>	<b>Weedon Bec Community Orchard</b>
<b>2.</b>	<b>Name, address and phone number of main Contact</b>	<b>Kevin Perry, Chairman 60 New Croft Weedon NN7 4RJ</b>
<b>3</b>	<b>Is the Organisation a registered Charity</b>	<b>No</b>
	<b>If yes please give the Charity's number</b>	
<b>4</b>	<b>Amount of Grant requested</b>	<b>£200</b>
<b>5</b>	<b>For what purpose or project is the grant required</b>	<p><b>Going forward, we need to keep on top of the maintenance in the community orchard to keep the trees and general area weed/long grass, free. We would look to purchase a 4 stroke heavy duty petrol bush cutter/strimmer to enable the group to undertake this work on a regular basis.</b></p> <p align="right">Continue on separate sheet of paper, if necessary</p>
<b>6</b>	<b>What will be the likely total cost, if an ongoing project</b>	<b>£267 to purchase new.</b>
<b>7</b>	<b>Who will benefit from the grant</b>	<b>Everyone will be able to use the Orchard area if it is maintained on a regular basis.</b>
<b>8</b>	<b>If your group has members who are not Weedon Bec residents, approximately how many residents would this benefit</b>	<p><b>Residents:           All</b></p> <p><b>Non Residents:</b></p>

**Signature of person applying** \_\_\_\_\_