

HADLEY AND LEEGOMERY PARISH COUNCIL

GRANTS POLICY

The Parish Council will consider applications for grants from voluntary groups, charitable organisations and agencies. To qualify for a grant the applicant must be able to demonstrate that any funding from the Parish Council will benefit the Parish, or residents of the Parish.

Grant applications will be dealt with by the Finance and General Purposes Committee under delegated power, or by the full council when timescales require. In determining the validity of an application, the committee or council will refer to the following guidelines:

Applications will be considered for the following purposes: -

1. For general purposes that meet the stated aims and objectives of the applicant group.
2. For the purpose of purchasing equipment either in part or in full.
3. For the funding of transport that will enable group members to partake in a group trip or outing regardless of their incomes.
4. For training activities, or to purchase the expertise of an outside trainer/ instructor/ facilitator.
5. For running costs of a viable group that is experiencing a period of hardship.
6. For hosting special events or celebrations.
7. For the provision of recreational facilities.

Conditions: -

1. Additional applications within a 12 month period will not normally be considered.
2. The award must be used for the purpose for which the application was made.
3. If the group is unable to use the award for the stated purpose, all monies must be returned to the Parish Council.
4. Donations to Registered Charities in response to a general fundraising appeal will be restricted to an upper limit of £100.00.
5. Groups operating outside the parish boundary will normally be limited to an upper limit of £100.00.

Eligibility: -

1. Any Charity, Voluntary Group or Community Organisation, which must have:
 - a constitution, set of rules or documented aims and objectives;
 - a bank account which requires at least two signatures.
2. Agencies that operate within the Parish and are of benefit to the local community.
3. Applications cannot be accepted from individuals, businesses or any organisation operated for profit.

Application procedure:-

All applications are to be made on a form which can be obtained from the Parish Clerk and can be submitted at any time. Applicants will be notified of the date of the meeting at which the application will be considered.

Applications must be accompanied by the additional information requested in the application form, namely:

- If it is the first application by the organisation, a copy of the organisation's constitution, set of rules or statement of aims and objectives.
- Copies of the most recent financial statement or accounts. If financial statements or accounts are not available, groups should provide the best supporting documents they can and explain. Documents could include bank statements, management accounts, business plan / budget.
- Completed child/vulnerable adult protection questionnaire where applicable.

Adopted by the Parish Council 5th July 2011.