

FISKERTON PARISH COUNCIL

GRANT AWARDING POLICY

Policy adopted; May 2017
Review Date; May 2018

Introduction

This policy outlines the parish council's small grants scheme which is available to community groups. The amount of grant funding available is set by the council in their annual budget and cannot be exceeded.

Eligibility

- Applications for grant funding must come from recognised not for profit community groups or recognised charities that have a governance structure and a bank account in the name of the organisation.
- Applications from individuals will not be supported.
- The council will not support applications for revenue expenditure for day to day expenses such as fuel bills, rates, taxes, grass cutting, insurance premiums, salaries and associated overheads.

Scope

- The council will consider applications for small scale capital expenditure for the creation of an asset of specialist equipment.
- The council may at their discretion contribute community funds for extraordinary maintenance to the village hall and other public amenities as permitted by law.
- The council may at their discretion accept a grant application as a loan to enable the staging of an event. The loan to be re-paid from the events profit.
- The council may grant funding for memorials or wreaths.
- A grant award shall be for no more than 50% of the total cost of the asset/project with a maximum grant of £500.00. Providing sufficient funds are available the figure may be varied according to merit or exceptional circumstances where a majority of council Members consider there is benefit to some or all of the community
- Only one grant may be awarded to an organisation in any one financial year, 1st April to 31st March

Submitting a Grant Application

- Applications must be submitted on the councils application form
- All applications will be referred to the council for a decision. Applicants should allow eight weeks for the council's decision
- A grant award is subject to funding being available.
- Where applicable a copy of the applicants audited accounts shall accompany the application
- Applications should provide evidence of self help, e.g. other fund raising activities or grant applications.
- A reference from a responsible member of the community shall support the application.

Following receipt of a grant, successful applicants should:

- Within six months of the award produce evidence of the expenditure
 - Return any grant funding not spent within six months of receipt of the award
 - Report to the council how the grant has benefited the community
 - Return funding if an event is cancelled
 - Acknowledge the parish council's contribution in any publicity associated with the project.
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