



# QUENIBOROUGH PARISH COUNCIL

## GRANT AWARDING POLICY

### 1. Objective

The Parish Council wishes to support activities and causes which benefit the parish of Queniborough. A grant is any payment made by the Parish Council for the specific purpose for which it is claimed and for the well being of the community. The Council can only award grants using certain legal powers; specific powers allow the Council to provide funding for specific activities or projects which members feel will be of benefit to the village e.g. grants to a sport club, for a music festival or towards community celebrations of special events such as the King's Coronation. Where no other power is available, the Council may decide to use its power under Section 137 of the Local Government Act 1972, to award a grant where it feels that to do so will benefit some or all of its residents or some or all of the area.

### 2. Eligibility

Any grant made by the Parish Council must directly benefit some or all of the residents of the parish of Queniborough but cannot be for an individual.

The following criteria must be met for a group to be considered for a grant:-

- The group must be a charity or not-for-profit body, voluntary or community organisation
- The group must be able to demonstrate that any funding from the Parish Council will directly benefit the local or wider community by;
  1. Providing a service
  2. Enhancing the quality of life
  3. Improving recreation and/or sports
  4. Improving the environment
  5. Promoting the village of Queniborough in a positive way

Applications will not be considered from:-

- Bodies which are companies limited by shares or limited liability partnerships
- Local authorities and bodies owned or controlled by them
- Political, lobbying or pressure groups/organisations
- Individuals seeking financial backing

### 3. Conditions

- Priority will be given to smaller and more local organisations
- The total amount available for grants is fixed each year, and so successful applicants may only get part of what they apply for
- The Council will consider support towards a specific item or project, or towards core funding if it is appropriate – and one-off projects
- Retrospective applications i.e. for expenditure already incurred, will be rejected

- Applications for grants must be made by completing the Council Grant Application Form; the completed form
- If the money cannot be used for the purposes it was granted it must be returned to the Council
- All awards must be properly accounted for and proof of expenditure must be supplied if requested
- If the Parish Council is not satisfied that the award has been used properly it reserves the right to request that all monies be returned
- Requests for donations from registered charities undertaking general appeals for funding will not be considered
- The Council will consider all applications submitted in accordance with this policy on their merit after considering the number of applications received and funds available
- The decision of the Council will be final
- All applications for grants will be decided at a full meeting of the Parish Council
- Applications will be considered afresh each year and success in one year does not set a precedent for future years
- Multiple applications within a 12-month period will not normally be considered

#### **4. Application Process**

- Applications should be made by completing the Grant Awarding Application Form and enclosing a copy of the latest set of independently approved accounts (for both current and savings accounts) for the group making the application
- Applications are accepted at any time of the year, but previous knowledge on on-going annual grant requests should be made by 1<sup>st</sup> November to the setting of the annual precept
- Applicants are usually informed within two weeks of the Parish Council meeting

#### **Promotion**

The Parish Council will ask for recognition from successful groups in the form of the promotion of the Parish Council in the organisation's newsletter or any press release. The Parish Council will also recognise successful groups in its own reports to parishioners.