

INNSWORTH PARISH COUNCIL-GRANT POLICY (AGREED)

1. Introduction

Innsworth Parish Council is funded by the residents of Innsworth parish and therefore has only limited funds available to assist community organisations located and working in Innsworth for the benefit of the community.

Subject to funding being available, Innsworth Parish Council is committed to providing assistance and support to local community groups which are set up to promote and benefit the residents of the community.

The Council's financial support is provided by way of Grants, which are decided against the criteria set by the Parish Council, and which may be amended from time to time by the Council

For the Parish Council to assess applications fairly it is both necessary and helpful to assess all applications received against the criteria set out in this policy.

This policy applies to grant applications for £20 and over.

Council cannot provide funding educational or church facilities/groups

2. Objectives

To support organisations (any voluntary, charitable, non-profit making organisations) in Innsworth by way of grants, which in the Council's opinion operate for the benefit for some or all of the parish or residents and for which there is no other statutory support.

3. Policy

- The council will set its grant budget during the autumn prior to the financial year in which it will be spent.
- Grants may be made under a range of the powers held by the council, including Section 137 of the Local Government Act (1972) -this provides that the money must be spent on purposes for the direct benefit of the Parish and be commensurate with expenditure incurred -such grants will be recorded separately for audit purposes and are limited by the budget fixed above. Section 137 can only be used when there is no other existing power of expenditure and when members consider that the expenditure would be of benefit to all or part of the parish, commensurate with the level of expenditure incurred.
- The maximum grant application is £200
- Council cannot provide grants to individuals.
- Applications must be submitted in writing to the Clerk at least 10 days prior to the Full Council meeting so that it may be included on the published agenda.
- Council reserves the right to refuse applications if it fails to meet the objectives or provide the requested supporting evidence.
- All grants will be considered on their own merits and any award made is purely at the discretion of the Council.
- Failure to provide the evidence listed below may mean that the application is not considered.
- Applications will be considered by Council in the order they are received.
- Council cannot guarantee funding will be available once the budget

has been allocated for each financial year

4. General Criteria

All applications will be assessed on the following criteria

1. The organisation must demonstrate a clear and genuine need for financial support by providing a description of the project for which a contribution is needed
2. Does the project have a particular appeal to local residents
3. Does it offer the opportunity for increased community engagement
4. Does it offer free and accessible access to all sections of the community
5. Does it assist local projects
6. Does the benefit remain in the community
7. Does it add to or improve existing facilities
8. Must be a specific project and not a general income stream
9. Organisations must undertake to prove a report to the Parish Council within 12 months of the grant being awarded
10. Organisations should provide an indication of how it intends to recognise the Parish Council for its contribution
11. Must not include wages/salaries

5. Financial Criteria

All applications must be made on the attached application form and submitted with

12. A statement that covers all the general criteria points above
 13. Evidence of total costs of the project (estimates/quotations)
 14. A statement including the organisations philosophy and core values
 15. A statement showing efforts to generate income from other sources and the outcome of those efforts
6. Only one application can be submitted in each financial year shall be considered
 7. Applications must be accompanied by
 - A full set of accounts including a balance sheet showing bank balances and reserves
 - The latest bank statement
 - Copies of public liability insurance policy

Application form for (financial year)

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| Name of organisation | |
| Contact details | |
| Purpose of grant | |
| How does this application meet the general criteria described in the policy document -points 1-10 | |
| Total amount applied for | |
| Total costs of project | |
| How does this application meet the financial criteria described in the policy document – points 12-15 | |
| List of supporting document attached as specified in the policy | |
| Details of any previous grants received from Innsworth Parish Council in the previous 3 years | |
| Signed by Full name Position in organisation | |
| Received by On behalf of INNSWORTH PARISH COUNCIL Date received Date of Full Council meeting Decision of meeting with minute reference Feedback from meeting Amount awarded | |