

Drayton St Leonard

Grant Awarding Policy

1. Qualification

To qualify for an award 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 Parish Council.

In determining the validity of an application, the Council will refer to the following guidelines:

2. Applications will be considered for the following purposes:

- i. For the purpose of purchasing equipment either in part or in full;
- ii. For training activities, or to purchase the expertise of an outside trainer / instructor / facilitator;
- iii. For non-profit activities that raise the profile of the area;
- iv. For running costs of a viable group that is experiencing a period of hardship;
- v. For hosting special events or celebrations for the Village;
- vi. For the provision of recreational facilities.
- vii. Applications from religious groups are considered where an ongoing benefit to the village can be demonstrated irrespective of their religious beliefs.

3. Conditions

- i. Grants will not be awarded to individuals.
- ii. Additional applications within a 12 month period will not normally be considered.
- iii. The award must be used for the purpose for which the application was made.
- iv. Grants may be claimed at any time during the financial year the award is made. i.e. April – March.
- v. If the group is unable to use the award for the stated purpose, all monies must be returned to the Parish Council.
- vi. All awards must be properly accounted for and evidence of expenditure should be supplied as requested. If the Parish Council is not satisfied with the arrangements, they reserve the right to request a refund of monies awarded.
- vii. Donations to Registered Charities in response to a general fundraising appeal will not normally be considered.
- viii. Groups operating outside the parish boundary will not be considered.
- ix. In the event the Parish Council receives more requests for funding, in one financial year, than the budgeted resources available, it will fund those which are judged to give the greatest benefit to the Village.

4. Eligibility

- i. Any Charity, Voluntary Group or Community Organisation.
- ii. Agencies that operate within the Parish and are of benefit to the local community with the following provisos:
 - a. The Parish Council will not fund activities that it considers to be the responsibility of a Statutory Authority.
 - b. Applications from schools for activities that takes place within a school day will not be considered.
 - c. The Parish Council will not fund activities outside its powers and functions.

5. Applications and Decision

The Parish Council will usually discuss grant applications on an ad hoc basis. Application requests should be in writing and include the following information:

- a. Organisation details – name, contact address, telephone number.
- b. Reason for application
- c. Value of grant requested.
- d. Whether the grant will be of benefit to the village and who it will benefit.
- e. Has other sources of funding been secured or being sought for the project.
- f. Terms of Reference of Constitution of the organisation.
- g. Annual accounts for the last two years.