

Farcet Parish Council

Grants Awarding Policy

Approved by Farcet Parish Council at the meeting on 13/10/15

Document Control

Document Amendment History

Revision No.	Originator of change	Date of change	Change Description
0	Review	5 th July 2022	Only page layout
	Review and accept	2 nd May 2023	No changes

Guidelines for Grant Applications

1. Introduction

- 1.1 Farcet Parish Council will consider applications for grants from voluntary groups or charitable organisations. It is a condition of any grant application that the group or project must bring direct benefit to the residents of Farcet Parish
- 1.2 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.
- 1.3 Grant applications will be dealt with by the full Council.
- 1.4 The Parish Council will not award grant aid to National Charities without a local connection.

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

2. Applications will be considered for the following purposes:

- 2.1 For the purpose of purchasing equipment either in part or in full.
- 2.2 For the funding of transport that will enable group members to partake in a group trip or outing regardless of their incomes.
- 2.3 For training activities, or to purchase the expertise of an outside trainer/ instructor/ facilitator.
- 2.4 For activities that raise the profile of the area.
- 2.5 For running costs of a viable group that is experiencing a period of hardship.
- 2.6 For hosting special events or celebrations.
- 2.7 For the provision of recreational facilities.
- 2.7 Schools will only be grant aided for environmental purposes or, if in the opinion of the Parish Council their application is for the benefit of the wider community.

3. Conditions:

- 3.1 Grants will not be awarded to individuals.
- 3.2 Additional applications within a 12 month period will not normally be considered.
- 3.3 The award must be used for the purpose for which the application was made.
- 3.4 If the group is unable to use the award for the stated purpose, all monies must be returned to the Parish Council.
- 3.5 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.
- 3.6 The size of any grant awarded is at the discretion of the Parish Council.
- 3.7 Grant applications cannot be made retrospectively.
- 3.8 The Parish Council reserves the right to refuse any grant application which they consider to be inappropriate or against the objectives of the Parish Council

3.9 The policy may be amended at any time by Council following a motion having been published on the agenda beforehand being carried.

4. Eligibility:

4.1 Any Charity, Voluntary Group or Community Organisation operating within the parish and for the benefit of the parish

4.2 Agencies that operate within the Parish and are of benefit to the local community, with the following provisos:

- i. The Parish Council will not fund activities that it considers to be the responsibility of a Statutory Authority.
- ii. The Parish Council will not fund activities outside its powers and functions.

5. Submission of Application:

5.1 Applications will be assessed for donations three times a year.

5.2 An application form should be submitted to the Clerk

5.3 The applicant must be prepared to provide a copy of their accounts if requested

5.4 All donations are subject to financial limits set by the Parish Council

5.5 Applications maybe prioritised by local benefit

Farcet Parish Council

Application for Grant for Voluntary Organisations

Whenever possible new applications should be accompanied by the most recent set of accounts of the applying organisation. Should none be available an explanation must be provided, if possible with substantiating evidence, to enable the Council to make a judgement as to the viability of the applying organisation

Name of Organisation	
Name, Address and Position of Contact in Organisation	
Telephone Number of Contact	
Is the Organisation a Registered Charity? If yes, Charity Number	Yes/No
Amount of grant requested £	
For what purpose or project is the grant requested?	
What will be the total cost? £	
When will the money be spent?	
Who will benefit from the project?	
Approximately how many of those who will benefit are Farcet residents?	

You may use a separate sheet of paper to submit any other information which you feel will support this application.

Signed

Date.....

Name