

Croscombe Parish Council

Grant Policy

Adopted on: -

Grant Policy

Objective

Croscombe Parish Council wishes to support activities and causes which benefit the parish of Croscombe. 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.

Eligibility

Any grant made by the Parish Council must directly benefit some or all of the residents of the parish of Croscombe. Applicants must set out how the community of Croscombe will benefit for the work funded by the grant.

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

The group must be a charity, voluntary or community organisation. The group must be formally constituted and have a management committee made up of volunteers. Individuals, businesses, or political parties are not eligible for grant funding.

Condition

Whilst there is no upper limit the Council as a public authority will award grants according to its budget. The Parish Council reserves the right to reclaim any grant not being used for the purpose specified on the application form. The Parish Clerk will, therefore, be allowed to verify that the monies have been spent accordingly. Proper evidence of estimated expenditure must be supplied to the Parish Council prior to the payment of any grant. If the Parish Council is not satisfied with the arrangements, it reserves the right to request a refund of monies awarded. Grants cannot be awarded after the relevant project or event has been completed. An acknowledgement on receipt of the grant payment is required.

Application Process

Applications should be made by completing the Grant Awarding Application Form.

Applicants are required to attend a parish council meeting prior to submission of their application in order to outline their request.

A written constitution that has been formally adopted by the members of that organisation (or a similar document of agreement between individuals where their association is less formal) may be requested.

The organisation must be able to demonstrate that it is properly managed and able to run its affairs responsibly.

Applicants must set out any other funding they have been awarded or have applied for. Where the Parish Council is being asked to be the sole trader, the applicant must explain the reason for this.

Applicants are usually informed within two weeks of the meeting.

Grant recipients are required to attend the next Annual Parish Meeting which is held in the month of May after the grant has been awarded to make a presentation.

Crocombe Parish Council
Uphill Cottage
Church Street
Crocombe
Somerset
BA5 3QS
Tel: 01749 343910

Email: crocombe2@gmail.com

Website: www.crocombeparishcouncil.co.uk

Application for Grant Award from the Parish Council

This application is to be sent to the above address for the attention of the Parish Clerk.
Please complete after reading the Grant Policy.

1	Name of Organisation	
2	Name, Address and Status of Conduct Email Address.	
3	Telephone number of Contact	
4	Are you a registered Charity?	
5	If Yes Charity Number please.	
6	Amount of Grant Sought.	
7	What is the purpose/object?	
8	Total cost of purpose/object.	
9	How will the residue if any be funded?	
10	Have you applied for other grants with regard to this purpose/project and if so what organisation (s) and how much?	