



SEAVINGTON PARISH COUNCIL

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Parish Council Grant Policy

Purpose

The Purpose of this policy is to establish clear criteria and a transparent process for awarding grants to community groups and organisations that benefit the residents of the Parish. This policy ensures fairness, accountability and efficient use of public funds.

What is a Grant

A grant is a payment made by the Council to be used by an organisation for a specific purpose that will benefit the Parish, or the residents of the Parish and which is not directly controlled or administered by the Council. The Parish Council can only award grants using certain legal powers; where there is no statutory power the Parish Council may use section 137 of the Local Government Act 1972 to give grants to community organisations.

Qualifying Criteria

Applicants/Organisations applying for the grant must meet the follow criteria:

- Be a non-profit organisation, registered charity, community group, or an individual acting on behalf of such groups.
- Demonstrate that the project or activity provides a clear and measurable benefit to the Parish and its residents.
- Operate within the geographical boundaries of the Parish or demonstrate direct benefits to the Parish community.
- Submit an application in writing with supporting documentation.

Exclusions - The Parish Council Will Not Award Grants For

- Projects that promote political or religious views.
- Commercial ventures or private enterprises.
- Retrospective funding for projects that have already been completed.
- Activities that solely benefit an individual rather than the wider community.
- Core operational costs for organisations, such as salaries or rent.

Application Process

Organisations must apply in writing and submit to the Parish Clerk

- Details of the organisation's aims and objectives
- Full details of the project or activity including costs
- Demonstration that the project will be of benefit to the local community within the Parish
- Bank statements for the last six months where applicable.

Organisations should apply to the Council annually in November. If successful, the grant will be paid at the beginning of the subsequent financial year (April). An organisation which misses this deadline can apply at an alternative time during the year, and these applications will be considered at a time to the agreed by the Council.

The Council may make an award of any grant it considers appropriate in the event of any unforeseen urgent event.

Decision Making Process

Applications will be reviewed by the Parish Council during a full Council meeting. The Parish Council's decision is final. Feedback will be provided to unsuccessful applicants upon request.

Decisions will be based on the follow criteria:

- Alignment with the Parish Council's priorities.
- The demonstrated benefit to the community.
- Value of money and efficient use of funds.
- Availability of funds within the Council's budget.

Conditions of Funding

- Grants will not be made to individuals
- Where a request for a grant is agreed, the Council shall determine the amount, using the figure stated by the applicant as a guide only. Funding will be dependent on grant funds available and suitability of the application.
- The grant must be used for the purpose for which the application was made.
- If the grant is unable to be used for the stated purpose, all monies must be returned to the Council.
- All awards must be properly accounted for and evidence of expenditure should be supplied to the Council upon request.
- Grants cannot be made to cover money already spent.
- An organisation should have a bank account in its own name with two authorised representatives required to sign.
- The Council would ask that a representative attend the meeting when the application is being discussed.
- Recognition of the grant must be made in any publicity material.