East Boldre Parish Council

GRANT AWARDING

POLICY

Contact Details:

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1. **Introduction**

   a. East Boldre Parish Council will consider applications for grants from voluntary groups or charitable organisations.

   b. 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.

   c. Grant applications will be dealt with by the full Council.

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

2. **Applications will be considered for the following purposes:**

   a. For the purpose of purchasing equipment either in part or in full.

   b. For the funding of transport that will enable group members to partake in a group trip or outing regardless of their incomes.

   c. For training activities, or to purchase the expertise of an outside trainer/ instructor/ facilitator.

   d. For activities that raise the profile of the area.

   e. For running costs of a viable group that is experiencing a period of hardship.

   f. For hosting special events or celebrations.

   g. For the provision of recreational facilities.

3. **Conditions:**

   a. Grants will not be awarded to individuals.

   b. Additional applications within a 12-month period will not normally be considered.

   c. The award must be used for the purpose for which the application was made.

   d. If the group is unable to use the award for the stated purpose, all monies must be returned to the Parish Council.

   e. 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.

   f. Donations to Registered Charities in response to a general fundraising appeal may be considered if there is a benefit to residents of the Parish.

   g. On completion of a project a letter of thanks should be sent to the Council and if possible, an acknowledgement of the Parish Council's contribution should be made.

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

4. **Eligibility:**
   a. Any Charity, Voluntary Group or Community Organisation operating within the parish.
   b. 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. Applications from schools for an activity that takes place within the school day will not be considered.
      iii. The Parish Council will not fund activities outside its powers and functions.
5. **Submission of Application:**
   a. Applications should be submitted by 1st September for consideration in the following year's budget. Applications at other times may be considered
   b. The application form must be completed in block capitals in black ink.
   c. The applicant should retain a copy of the form.

Adopted by Council	08/03/2010
Reviewed on	11/03/2014
Next review due	11/03/2018
Reviewed on	16/04/2018
Reviewed	08/03/2022
Reviewed on	14/04/2026
Next review due	

Application for Grant for Voluntary Organisations

Whenever possible new applications should be accompanied by the most recent set of accounts of the organisation applying. 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

1.	Name of Organisation	
2.	Name, Address and Position of Contact in Organisation	
3.	Telephone Number of Contact	
4.	Is the Organisation a Registered Charity? If yes, Charity Number	Yes/No
5.	Amount of grant requested	£
6.	For what purpose or project is the grant requested?	
7.	What will be the total cost?	£
8.	When will the money be spent?	
9.	Who will benefit from the project?	
10.	Approximately how many of those who will benefit are East Boldre parishioners?	
11.	Organisation's financial status (based on most recent annual return) Unrestricted reserves held? Annual Income Annual Expenditure	

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

Signed …… Date……

Name (In capitals) ……