

# Chelveston-cum-Caldecott Parish Council

## NORTHAMPTONSHIRE

### GRANTS POLICY AND PROCESS

#### 1. Policy Statement

A grant is any payment made by the Council to be used by organisations such as voluntary bodies and charities for a specific purpose in the furtherance of the wellbeing of the local community, either generally or for a specific purpose, and which is not directly controlled or administered by the Council.

#### 2. Policy

The Council awards grants, at its discretion, to organisations which can demonstrate a clear need for financial support which will result in a direct benefit of the Parish e.g. by providing a service, enhancing the quality of life, improving the environment, promoting the Parish in a positive way, etc.

Organisations must be either non-profit making or charitable. Applications from individuals will only be considered if they will bring clear and positive benefit(s) to the parish.

#### 3. Process

Applications must be in writing and be received by the Clerk, for checking prior to the Council meeting.

Organisations submitting grant requests over £500 must provide a copy of their previous years accounts (or for new initiatives, a budget forecast), along with a copy of their written Constitution, details of their aims and purpose of the project or activity and demonstrate a clear need for funding.

The Council will make the decision on which grants to award and all applicants will be contacted following the Council's decision. However, the amount the Council has available to distribute in grants is limited; accordingly Council can not guarantee any grant request will be successful.

#### 4. Legal

It should be noted that certain grant requests are prohibited by statute;

- A grant cannot be given for political purposes.
- A grant cannot be given just to promote publicity.
- A grant cannot be given to contribute to a charity or public service body operating overseas, or to a fund established to assist people outside the UK.

#### 5. Local limitations

The Council has decided certain grant requests will not normally be funded;

- Applications from organisations operated as a business to make a profit or surplus.
- Applications from local groups whose fundraising is sent to their central HQ for redistribution.
- Applications from national organisations or local groups with access to funds from national "umbrella" or "parent" organisations; unless funds are not available from their national bodies or the funds available are inadequate for a specified project

#### 6. Local conditions

The Council has decided certain conditions that must be met;

- Grants will not be made retrospectively and only one grant application will be considered from any organisation in any one financial year. Ongoing commitments will not be made. A fresh application will be required each year. An organisation is required to have a bank account in its own name.
- All applications must demonstrate how the grant will be of benefit to the local parish community.
- Applications from religious groups will only be considered where a clear benefit to the wider community can be demonstrated irrespective of their religious beliefs.
- To ensure as fair a distribution as possible, the Council will take into account any previous awards.
- The Council may make the award of any grant subject to such additional conditions and requirements, as it considers appropriate.

#### 7. Section 137 expenditure

Nothing contained herein shall prevent the Council from exercising, at any time, its existing duty or power in respect of providing financial assistance or grants to local or national organisations under the provisions of s137 LGA 1972.

Adopted on 9<sup>th</sup> June 2008 under resolution 0806.10

-----  
Chairman of the meeting

-----  
Clerk of the Council