



Slinfold Parish Council

Cherrytree Farm, Hayes Lane, West Sussex
RH13 0SQ Email: clerk@slinfold-pc.gov.uk

GRANT AWARDING POLICY

Introduction

The Parish Council will consider grants from voluntary groups or charitable organisations. To qualify, the applicant must be able to demonstrate that funding will benefit the Parish, or residents of the Parish. Grants will normally only be considered twice a year by the full council, unless there are special circumstances which require more immediate consideration.

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

Applications will be considered for the following purposes

- To purchase equipment either in part or in full.
- For funding of a trip or outing
- For training activities.
- For activities that raise the profile of the area.
- For running costs of a viable group that is experiencing a period of hardship.
- For hosting special events or celebrations.
- For the provision of recreational facilities.

Conditions

- Additional applications within a 12 month period will not normally be considered.
- If the group is unable to use the award before the proposed end date then an explanation should be provided to the Parish Council.
- Awards must be accounted for and evidence of expenditure should be supplied as requested. If the Council is not satisfied that the grant has been spent as defined; they reserve the right to request a refund.
- Any grant must only be used for the purpose for which it was awarded unless the written approval of the Parish Council has been obtained for a change in use of the grant monies.
- Any unspent portion of the grant must be returned to the Parish Council within 6 months after the proposed end date of the project.
- An acknowledgment of the contribution should be made to the Parish Council and wherever possible, the Parish Council requests that reference is made to the grant in the organisations' annual accounts.
- Grants may be considered at any Council or relevant Committee meeting.
- Grants may occasionally be awarded to Slinfold residents under the General Power of Competence at the Council's discretion. However, grants will not be issued to individuals for general financial assistance and must comply with the general criteria of this policy.
- Grants to individuals should not exceed £500 per individual per annum.
- The Council has limited CIL Reserves but may consider an application relevant for such expenditure at its discretion.

Eligibility

- Any Charity, Voluntary Group or Community Organisation operating within the parish.
- Agencies that operate within the Parish and are of benefit to the local community, with the following provisos:

- The Parish Council will NOT fund activities that it considers to be the responsibility of a Statutory Authority.
- Applications from schools for an activity that takes place within the school day will not be considered.
- The Parish Council will not fund activities outside its powers and functions.

Submission of the Application

- The application should be supported by a copy of the latest set of annual accounts.
- The applicant should retain a copy of the form.
- Copies of quotes may be requested to accompany the application form.