



## Grants Policy

### 1. General Information

The Council sets a grants budget each year to fund applications from voluntary and charitable bodies which provide services or facilities for local people. In order to comply with the budget and allow as many groups as possible to benefit from a grant, members have agreed that:

- a) They will focus their grant distribution on local groups and will not support larger, regional and national bodies.
- b) Grants will be limited to a maximum of £200
- c) Applications will only be considered from properly constituted groups

This Policy sets out how the Council will allocate grants within this framework.

### 2. Applicants

The Clerk will review all applications received. Applications will be considered by the Community and Environment Committee if they are able to demonstrate that they:

- a) Are based or provide services within the Parish, **and**
- b) Provide services for the council's stated priority groups, i.e. children and young people or the elderly **and/or**
- c) Enhance the council's strategic policies.  
***Within these priorities, the council recognises the need to provide equally for people, regardless of colour, creed, ethnicity, gender, sexuality or disability.***

### 3. Determining Applications

Any grants made to organisations will take into account the following criteria;

- a) The number of local people benefiting from the grant
- b) The nature of the benefit to local people
- c) The annual income of the applicant
- d) The annual expenditure of the applicant
- e) Year-end balances carried forward and/or monies held to provide income

Reviewed November 2018

- 3.1 In reaching a decision about an application, the council will consider the sustainability of the applicant.
- 3.2 No applicant will receive more than 1 grant in any 12 month period.
- 3.3 Groups who provide activities for young people between the ages of 0 and 18 years must meet the minimum criteria (see application form) for their applications to be considered.

#### **4. Terms and Conditions**

- 4.1 The grant will only be used for the purpose stated on the grant application form.
- 4.2 If for any circumstance you are unable to spend the grant for that purpose it must be returned in full to Stirchley and Brookside Parish Council.
- 4.3 Receipts must be retained for any purchases, copies of which may be required by the Parish council.
- 4.4 It is expected that Stirchley and Brookside Parish Council will be acknowledged for their support in any publicity connected with the project.
- 4.5 Successful applicants will be required to submit a monitoring form on the success of the project. Failure to meet this requirement may result in a request for funds to be returned.