

Eastington Parish Council

Grants Policy & Application

Application Guidelines

1. Eastington Parish Council will consider making a grant under the provisions of the Local Government Act 1972, providing the applicant submits a grant application with appropriate details.
2. The Parish Council has a responsibility to ensure value for money for taxpayers and to make every attempt to ensure public money is spent in a responsible manner within Eastington or for the direct benefit of Eastington residents.
3. Local groups and charitable requests will be considered, and must provide services that will benefit a significant proportion of the local community,
4. Applications will not be considered from groups outside Eastington unless there is an obvious benefit for Eastington residents, eg recognised national advice services.
5. The organisation's accounts should be publicly available and are requested with the application – if accounts are not available, a reason should be given as to their unavailability.
6. An organisation should have a bank account in its own name with two authorised representatives elected from within the organisation required to sign each cheque.
7. Applicants will need to demonstrate that match funding applications have been made.
8. Grant applications are considered in March and September. Larger grants may be deferred until the next financial year if approved to allow the Parish Council to budget for the amount.
9. Applicants should note that the Parish Council holds the funds until the project has been delivered at and copy invoices received. Funds not drawn down within 12 months of grant offer (or other time as specified by the Council) will be made available to other projects.
10. The following documents are required with the application for funding:
 - Copy of written constitution or details of aims and objectives of the organisation/group
 - Copy of accounts and most recent bank statement
 - Evidence of match funding
11. The form below is to be used for all applications.

Please complete the following:

Contact's name and email address:
1. Intended beneficiaries:
2. Purpose of project:
3. Project details:
4. Project timetable:
5. Project costings:
6. Please <u>attach</u> evidence of efforts made to match funding.
7. Details of other funding for project, if applicable:
8. Please <u>attach</u> copies of the previous year's audited accounts for the applicant organisation.
9. Please <u>attach</u> copy of the organisation's constitution or a written explanation of its aims and objectives.

Requests for grants will be considered at the Parish Council Meetings in March and September, and otherwise by exception.

Date of application: