

MONKS ELEIGH PARISH COUNCIL

MONKS ELEIGH PARISH COUNCIL – GRANT AWARD POLICY

This Council considers a grant to be any payment which is made to and is to be used by an organisation or individual for the specific purpose in promoting the wellbeing of some or all of the members of the local community

General

- The contribution made by the many organisations and individuals to the wellbeing of the local community is recognised by this Council as important to our residents. The purpose of any grant given by this Council is to support initiatives within the local community and to help create opportunities for the residents of Monks Eleigh that are not, as a matter of course, funded by the Council.
- Although the Council will give as much help as possible, the administration of and accounting for any grant will be the responsibility of the recipient.
- There is a limited budget each year and guidance will be given to applicants as to how much money is available in a specific financial year. It is important that as much appropriate information which supports the application, is provided. Assistance may be sought from the Clerk on this matter
- The scheme also provides start-up awards for new as well as grants for existing organisations
- Grants are awarded once a year at the Parish Council Meeting in November at which the Precept is set. The deadline for applications is October 31st

Conditions of Funding

1. Applications will be considered from individuals as well as organisations. Applications will be considered for day-to-day running expenses and individual projects.
2. Applications WILL NOT be considered from:
 - Any organisations intending to support or oppose any particular political party or to discriminate on grounds of race or religion.
 - Private organisations operated as a business to make a profit or surplus
3. Applications from educational, health or social service establishments will be considered where the organisation can demonstrate that it is working in partnership with other groups and where there are benefits to the wider community within the Parish of Monks Eleigh.
4. The organisation will normally be expected to have clearly written aims and objectives and a written constitution, copies of which should be submitted as part of the application. In addition, an applicant must demonstrate that it is able to properly manage and run its affairs responsibly.
5. All applications must demonstrate clearly how a grant will be of benefit to the local community within the Parish.
6. An organisation is required to submit audited accounts or accounts that have been independently examined by a suitably qualified person, for the previous two financial years or, in the case of a newly formed organisation, a detailed budget and business plan.
7. On-going commitments to award grants in future years will not be made. A fresh application will be required each year.

8. Each application will be assessed on its own merits and will be considered along with other applications at Full Council Meeting and, to ensure as fair a distribution as possible, the Parish Council will take into account the amount and frequency of previous grants.
9. The Council will also take into account the extent to which the applicant has sought or secured funding from other sources or it's own fund-raising activities.
10. The Council may make the grant awarded subject to such additional conditions and requirements, as it considers appropriate