

CARLTON LE MOORLAND PARISH COUNCIL

GRANTS AND DONATIONS POLICY

Introduction

The Parish Council's Precept is to facilitate the running of the Parish Council, the maintenance and improvement of Parish Council assets and where appropriate to expand council services.

Grants and donations should be **rare and exceptional**. The Parish Council is not a source of regular grants and donations.

Carlton le Moorland's approach to grants and donations should demonstrate openness, transparency, fairness and accountability.

The policy must meet legal requirements and those applying for grants and donations should be made aware of our budgetary cycle.

Grants/donations can only be used for the purposes described in the application and this must be demonstrable.

Groups are limited to one application per year. Applicants should be aware that success in one year, does not mean that the applicant will be successful in following years.

Those being awarded grants/donations must acknowledge the Carlton le Moorland Parish Council's contribution to their activities on publicity materials.

PART A

This part of the policy applies to established community groups with a constitution, a bank account, annual audited accounts, clear aims and operating practices. Groups in the process of formalising can also apply but an award can only be made when they have a constitution, a bank account, annual audited accounts clear aims and operating practices. In both cases evidence of this should be provided with the application form.

The projects which could be funded should:

- benefit local people and demonstrate that the grant/donation will make a difference.
- show evidence of local support and demonstrate community involvement.
- provide value for money and meet a key local need.
- have a positive environment impact.
- demonstrate feasibility and likely effectiveness.

What **cannot** be funded?

- Grants/donations to be used for revenue expenditure, the day to day running of the group or activity.
- Grants/donations to businesses and individuals
- Projects which are the prime statutory responsibility of other government bodies
- Projects which replace existing facilities with no significant improvement
- Projects that improve or benefit privately owned land or property.
- Projects already completed or will be by the time the grant is awarded.

Those seeking a Grant/donation should complete the Application Form

Decision making

Grant/donation applications will be awarded against the following criteria:

- Eligibility
- impact on key local need
- community support
- value for money
- environment impact
- community involvement
- feasibility and likely effectiveness

Note: Carlton le Moorland Parish Council reserve the right to vary the application of this policy in circumstances where significant economic benefit to the Parish is demonstrated

SEE APPLICATION FORM ON NEXT PAGE

PART B

This applies to ad hoc groups seeking support for a one-off event or activity.

These applications will be considered on a case-by-case basis. A letter of application providing all the details of the event/activity should be forwarded to the Parish Clerk for Carlton Le Moorland Parish Council.

Carlton le Moorland Parish Council
Grant and Donations Policy

Application Form

Name of Organisation	
Contact details	Name: Address: Position in organisation: Telephone/email:
Is the organisation a registered charity, if yes please provide Charity Number.	YES/NO
Amount Requested	£
What is the purpose of the donation requested - <i>how will the money be used?</i>	
What is the total cost of the project?	£
Have you applied for a donation for the same project from another organisation? If yes, please provide details of which organisation and how much?	YES/NO
Who will benefit from the project? <i>How do you know this?</i>	
Approximately how many of those benefiting are parishioners?	

You may use a separate sheet to submit further information which you think will support this application.

SignedDate.....