



## **GRANT AWARDING POLICY**

---

### **Policy Statement**

A grant or donation is any payment made by Misterton Parish Council (hereinafter referred to as MPC) to be used by an organisation or individual for a specific purpose in the furtherance of the wellbeing of the community, either generally, or for a specific purpose and which is not directly controlled or administered by MPC. The purpose of any grant or donation given by MPC is to support initiatives in the local community and to help create opportunities for the residents of Misterton that are not, as a matter of course, funded by MPC.

### **Guidelines for Grant Applications**

1. It is a condition of any grant application that the group or project must bring direct benefit to the residents of Misterton. All applications must clearly demonstrate how this will be achieved.
2. Grant/Donation application forms are available from the Clerk. It is important that all questions on the application form are fully answered and that any appropriate additional information, which supports an application, is provided.
3. Applications WILL NOT be considered from:
  - Organisations intending to support or oppose any particular political party or to discriminate on the grounds of race or religion.
  - Private organisations operated as a business to make a profit or surplus.
  - "Upward funders", i.e. local groups whose fund raising is sent to their central HQ for redistribution.
  - National Charities that have no local connection.
4. Applications will not normally be considered from national organisations or local groups with access to funds from national "umbrella" or "parent" organisations, unless funds are not available from their national bodies, or the funds available are inadequate for a specified project.

5. Applications from religious groups will be considered where a clear benefit to the wider community can be demonstrated irrespective of their religious beliefs. Compliance with this requirement will need to be demonstrated throughout the project.
6. Applications from education, 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.
7. It must be understood that any grant must only be used for the purpose for which it was awarded unless the written approval of MPC has been obtained in advance for a change in use of the grant monies, and that any unspent portion of the grant must be returned to MPC by the end of the financial year in which it was awarded.
8. MPC reserves the right to request any further information that it deems necessary to assist the decision making process.
9. Due account will be taken of the extent to which funding has been sought or secured from other sources or own fund-raising activities.
10. Ongoing commitments to award grants or subsidies in future years will not be made. A fresh application will be required each year.
11. Each application will be assessed on its own merits and will be considered along with other applications at a meeting of the Parish Council. To ensure as fair a distribution as possible, the Council will take into account the amount and frequency of previous awards.
12. The size of any grant awarded is at the sole discretion of MPC.
13. MPC may make the award of any grant or subsidy subject to such additional conditions and requirements, as it considers appropriate.
14. If approved by the Council, the grant will be paid by cheque. It must be acknowledged promptly by the organisation.
15. The Parish Council reserves the right to request feedback or receipts to demonstrate how the money has been spent and/or to inspect the outcome of the expenditure.
16. MPC reserves the right to refuse any grant application which is considered to be inappropriate or against the objectives of MPC.

**ADOPTED 13<sup>TH</sup> SEPTEMBER 2011**