

# BRADFIELD COMBUST WITH STANNINGFIELD PARISH COUNCIL

[bradfieldcombustwithstanningfieldparish.gov.uk](http://bradfieldcombustwithstanningfieldparish.gov.uk)

## GRANTS TO OUTSIDE ORGANISATIONS AND INDIVIDUALS POLICY

### General

This policy is designed to help and guide local clubs, societies and organisations making applications for Grant Aid to the Parish Council.

It is a prime objective of the Council to encourage local groups and this can be done through many ways, including Grant Aid.

Grant Aid will be considered to help towards:

- Capital cost of new or improved facilities or equipment
- Providing a public service
- Supporting a specific event
- Improving the environment
- Enhancing quality of life

Grants are awarded twice a year in June and November. The deadlines for applications are 15 June and 15 October.

Grant applications will be considered at ordinary meetings of the Parish Council. Each application will be assessed on its own merits and will be considered along with other applications at the meeting. To ensure as fair a distribution as possible, the Council will take into account the amount and frequency of previous awards.

### Conditions of Funding

Applications must be made on the attached form.

The Council will only give to activities specifically designed to benefit the Parish and its residents.

Applications will be considered from individuals as well as organisations.

Applications WILL NOT be considered from:

- Organisations intending to support any particular political party or to discriminate on the grounds of race or religion
- Profit or surplus making private businesses
- Local groups whose fund raising is sent to their central HQ for redistribution

Ongoing commitments to fund future years will not be made. A fresh application will be required each year.

The Council could request details of membership, location of the group, and age range of the members where appropriate. They also could need to know the nature and activity of the organisation and full details to which the Grant Aid will be applied.

The offer of Grant will be publicised in some form by the Council.

Only one grant will be considered for an organisation during the year unless there are exceptional circumstances, and these are to be reported and approved by the Council.

## GRANT APPLICATION FORM

### **Bradfield Combust with Stanningfield Parish Council**

The Parish Council supports community groups and charitable organisations with small grants awarded twice annually. The grants range from £50 to £300 and funds are limited. Projects supported must benefit the community. Grants to individuals may be considered.

If you have any difficulty in filling out this form then please contact the Parish Council on 07793 129720.

### Section A – Details of Organisation

|   |  |
|---|--|
| Full Legal Name (and Title by which your organisation is commonly known, if applicable) |  |
| Address for Correspondence  |  |
| Telephone Number  |  |
| Email address   |  |
| Contact Person & Position   |  |

|  |  |
|--|--|
| Name of Organisation to which the grant should be made payable |  |
| Bank Sort Code:  |  |
| Bank Account No:   |  |

## Section B – Financial Details of Application

|  |  |
|--|--|
| Total Cost of Project  |  |
| Breakdown of Total Cost (include a “shopping list” if applicable)  |  |
| Amount raised so far   |  |
| Amount of Grant for which you are applying   |  |
| Other sources of funding (how you intend to raise the balance)   |  |
| <p><b>Benefit to the Community</b></p> <p>Please list the benefits that you consider this donation/grant will make to the community and/or its inhabitants</p> |  |

Name..... Signed.....

Date.....

Any Further Information:

*For office use only:*

Date Received:

Remarks:

Meeting date:

Amount Granted:

Date Grant Paid: