



# **WEST MONKTON PARISH COUNCIL**

## **GRANTS POLICY**

### **INTRODUCTION**

The General Power Section 1 of the Localism Act 2011 says that a local authority has power to do anything that individuals generally may do (s 1(1)). The General Power is available to parish and town councils which meet conditions of eligibility for the exercise of the power as set out in the Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012.

West Monkton Parish Council has fulfilled the eligibility requirements and so has the power to award grants to individuals or organisations.

### **GENERAL**

A grant made by West Monkton Parish Council is a payment to be used by an organisation or individual for a specific purpose in the furtherance of the well-being of the local community, where said purpose is not directly controlled or administered by the council.

The purpose of a grant given by the Council is to support initiatives in the local community and to help create opportunities for the residents of West Monkton Parish that are not, as a matter of course, funded by the Council.

The administration of and accounting for any grant shall be the responsibility of the recipient.

Grants can be provided as start-up awards for new organisations or individuals; as well as grants for existing organisations and individuals who have previously benefitted.

Grants will be considered on a first come basis from the start of the financial year.

Grants are made as one-off payments, and will not represent an ongoing commitment by the Parish Council to award grants or subsidies in future years. A fresh application will be required each time.

To ensure as fair a distribution as possible, the Council will take into account the amount and frequency of previous awards.

The Council may make the award of a grant subject to such additional conditions and requirements as it considers appropriate: for example, the Parish Council may request sight of invoices.

### **APPLICATIONS**

Applications will be assessed on their merit and the benefits to the local community. It is expected that as much information as possible will be provided with a grant application.

Applications will be considered from individuals as well as organisations.

Applications will be considered for capital projects or community self-help; but not for elements of normal maintenance which would be expected to be met from revenue.

Applications WILL NOT be considered from:

- Organisations or individuals intending to support or oppose any particular political party or to discriminate on the grounds of race, religion, age, gender, sexual orientation, marital status, or any disability. This is in accordance with the duty the Parish Council has to consider the following matters in the exercise of any of its functions: Equal Opportunities, Crime & Disorder, Health & Safety and Human Rights.
- 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.
- 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.
- 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.
- 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.

If the application is from an organisation or group, the written aims and objectives, constitution and membership rules should be available for inspection by the Parish Council (if requested) as part of the consideration of the application.

An organisation must be able to demonstrate that it is properly managed and able to run its affairs responsibly. The Parish Council may ask to inspect, as part of the consideration of an application, the 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. An organisation is required to have a bank account in its own name with two authorised representatives required to sign each cheque.

Individuals should reside in the Parish, be prepared to produce references in support of their application, and have a bank account.

All applications must demonstrate clearly how a grant will be of benefit to the local community within the Parish.

Due account will be taken of the extent to which funding has been sought or secured from other sources or own fund-raising activities. Further details of other organisations that may be supportive should be declared to the Council when the application is made.

#### **GRANT APPLICATIONS**

To apply for a grant in the first instance the Parish Clerk should be contacted with an outline of the purpose and funding requirements. If the initial concept is accepted by the Council then further details will be requested from the applicant.

#### **CHECK LIST FOR APPLICANTS** (there is no application form)

Purpose of grant

Anticipated benefit to the Parish

Amount applied for

Please state what grants you have received in the past from West Monkton Parish Council

Please provide details of what support is being sought from anywhere else/what fund raising have you done?

Organisation: do you have available - constitutional details/two years of accounts/bank account details?

Individual: do you have available - references/address/bank account details?

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