

Church Minshull Parish Council

2017-2018 Policy for the Awarding of Small Grants

Set out below are the aims and conditions of grant aid by the Parish Council to local organisations.

Who can apply?	Voluntary and community groups, organisations and individuals within the Church Minshull Parish Council area.
What can it be used for?	<ul style="list-style-type: none"> • To enable local people to participate in voluntary groups and activities • To help the Parish Council area's voluntary and community groups to improve their impact on the community • To ensure the provision of services needed by the residents of the area via the voluntary sector • To support organisations which meet the needs of people experiencing social and economic difficulties • To ensure that there is equality of access and opportunity for all area residents to the services it provides and funds • To improve or enhance the local environment
What/who is excluded from the grant scheme?	<ul style="list-style-type: none"> • Organisations which do not provide a service to the community in the Parish Council's area • General national appeals or charities • Statutory organisations • Political groups or activities promoting political beliefs • Religious groups or the promotion of religious beliefs • Arts and sports projects with no community or charitable element • Retrospective applications
How often can the same organisation apply for grant?	<ul style="list-style-type: none"> • Not more than once for the same project or activity in the Parish Council's financial year
General principles	<ul style="list-style-type: none"> • Assistance will be given based on need, merit and contribution to the local community and availability of funds • Applicants must clearly show how any assistance given will benefit the people living in the Parish Council's area or will benefit the environment of the area • There can be no presumption that funding will continue on a year-to-year basis • Grant funding is entirely at the discretion of the Parish Council

<p>General points</p>	<ul style="list-style-type: none"> • Upon completion of the project the Parish Council requires a written statement with photographs, if appropriate, of how the grant was used • Applications demonstrating support from other organisations will be more likely to succeed • Where applicable the Parish Council should be given credit for supporting the project • Where applicable, the Parish Council reserves the right to inspect the organisation's accounts and may require supplementary information to support the application (eg paid invoices or estimates) • Unspent monies must be returned to the Parish Council either upon completion of the project (or that part of the project for which funding was granted) or by a date specified in writing by the Parish Council, whichever is the sooner. • Applicants accepting grants are deemed also to have accepted the terms of this policy
<p>Process</p>	<ul style="list-style-type: none"> • All applications must be made on the Small Grants Application Form • All applications will be considered by the full Council or an appropriate Committee/Sub-Committee which may be established for the purpose by the Parish Council. • Applicants will be advised in writing of the date upon which the Parish Council will consider the application and will be advised within a week of the meeting of the success or otherwise of the application • Grants will be paid in the form of a cheque

Church Minshull Parish Council

Small Grants Application Form

Project title:	
Organisation's Name (If applicable):	
Contact's Name:	
Address:	
Contact Telephone	e-mail

Estimated total cost of project:			
Description	Materials	Labour	Total
Sub-total			
VAT (if applicable)			
TOTAL			£

Details of contributions from other organisations?	£
Total amount of grant applied for	£

Project Description:

Please set out as clearly as possible, your project's or organisation's aims and how the grant you have applied for will benefit residents of the Parish Council's area – continue on a separate sheet if necessary.

Signed on behalf of the applying organisation:

Dated:

Position:
(If applicable)

When you have read the policy and completed the application form please return them to the Clerk to the Council at - parishcouncil@villagearena.org