



**SOUTH WONSTON PARISH COUNCIL GRANTS POLICY**  
**POLICY ADOPTED – April 2022**  
**REVIEWED –**

South Wonston Parish Council is permitted to make grants under The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, The Local Government Act, Section 137, 1972 and the Localism Act 2011.

Provision is made for awarding grants within the annual budget. Once the grants pot is empty, the Parish Council will only consider emergency requests.

**ELIGIBILITY**

Any charity, voluntary group, community organisation or agency operating within South Wonston parish for the good of the local community which can show a clear need for financial support to achieve an objective of benefit to the parish.

Awards will not be granted to

- individuals
- those involved with activities normally the responsibility of a statutory authority, unless that duty is devolved to the community or the Parish Council
- schools, where the proposed activity is to be held during school hours
- organisers of events outside the parish council's powers and functions, for example music festivals
- commercial organisations
- political parties
- religious organisations unless for a non-discriminatory purpose
- any organisation with policies deemed unacceptable by the Parish Council, for example racist or extremist
- organisations seeking to promote or publicise their mission

**APPLICATIONS FOR THE FOLLOWING PURPOSES WILL BE CONSIDERED:**

- providing a service
- enhancing the quality of life
- improving the environment
- purchasing equipment in part or full
- funding transport to enable group members to enjoy an outing
- hiring an instructor for group activities or training, or for otherwise facilitating such activities

- promoting the parish in a positive way
- financially assisting a viable group undergoing a period of hardship
- hosting special events or celebrations
- providing recreational facilities

### **CONDITIONS OF FUNDING**

- the award is to be used for the purposes for which it is made
- if the award can't be used for the stated purpose, all monies are to be returned to the Parish Council
- all awards are to be properly accounted for and evidence of expenditure is to be supplied. If the Parish Council isn't satisfied with the accounts, it reserves the right to request a refund
- donations to registered national charities are restricted to an upper limit of £150.00
- groups operating outside the parish are restricted to an upper limit of £100.00

### **APPLICATION PROCEDURE**

Only one application per applicant may be made per year. Additional applications within a twelve-month period won't be considered. The Parish Council won't commit to future awards, retrospective grants or grants to be made once work on a project has commenced.

All decisions are made at the Parish Council's discretion and all are final.

Clerk will send application forms on request for completion by the applicant. The following information will be included:

- full details of the project or activity
- any additional information, such as the amount or frequency of previous awards, or the extent to which funding has been sought or secured from other sources or fund-raising activities (to ensure fair distribution).
- a demonstration of clear need
- information about the charity, group, organisation or agency, for example its aim or purpose, numbers of members living in the parish, any restrictions placed on who can access or use what it offers or evidence that any project actively promotes inclusivity. Applicants will also be asked for proof of proper accounting and organisation to consist of year end accounts, clearly written aims and objectives, or a constitution, and possession of a separate bank account with more than one signatory. Details of outcomes or the potential impact of a project will help the Parish Council assess best value if there is significant competition for grants.

Applicants may be invited to meet councillors if more background is required.

The application will be presented for discussion at an appropriate council meeting and determined by the full council. The award, if granted, may be made subject to conditions if the council deems these appropriate.

All applicants will be notified in writing or by email following the Parish Council's decision.

## South Wonston Parish Council Grant Application Form

1	Name of the organisation making the application with Charity Registration number included if there is one:	
2	Name, address and contact details of applicant:	
3	Objectives of the organisation and activities in the Parish:	
4	Grant Sought:  £	Previous Grant if any:  £
5	Details of intended use of the grant:	
6	What are the assets of your organisation?	
7	i) Estimated expenditure of the organisation for the current financial year:	
	ii) If part funding, how will the balance be provided?	
8	i) Is the request for part or full funding of the project?	Full      /      Part
	ii) Has the balance already been received? If so, please state the date.	Day      Month      Year
	iii) If not, when is receipt expected?	Day      Month      Year
	iv) Do you have to satisfy any conditions to receive the balance? If yes, please state those conditions.	
9	Has the organisation applied for any other grants? If so please provide details	
10	Is there any other way in which the Parish Council could assist your organisation?	
11	Bank Account - Sort Code and Account number	

Name (Printed): \_\_\_\_\_ Signed: \_\_\_\_\_

Organisation: \_\_\_\_\_ Position held: \_\_\_\_\_

Date: \_\_\_\_\_