

FLETCHING PARISH COUNCIL

Clerk: Lorna Thwaites

Tel: 07534 959 772

E-mail: clerk@fletching-pc.org

Website www.fletching-pc.org



Fletching Parish Council Grant Awarding Policy

Fletching Parish Council each year makes funds available for grants to voluntary groups and local charitable organisations (subject to funding being available as part of the Parish Council's annual budget).

Fletching Parish Council will consider financial assistance to local organisations and groups if it believes such a grant would benefit the parish and/or its electorate.

To qualify for an award, the applicant must be able to demonstrate that any funding from the Council will benefit the Parish, or residents of the Parish.

This policy formalises the application process to ensure access, openness and fairness to the groups and organisations the Council aims to support.

Policy Regulations:

Applications must be made in writing by completing the grant application form. This can be email to the Clerk of Fletching Parish Council: clerk@fletching-pc.org

Grant applications will accepted from non-profit, voluntary groups or local charitable organisations whose work is of benefit to the Parish of Fletching or parishioners within the parish.

Grants will not usually be awarded to individuals.

Financial assistance to local organisations and groups may be agreed if it believes such a grant would benefit the parish and/or its electorate.

The organisation must have a bank account as payment cannot be made to individuals.

All awards are made are subject to the normal annual budgetary constraints of the Parish Council.

A resolution for the award of a grant will be made by the Parish Council at a meeting of its Members and recorded in the Minutes.

All grants are awarded at the Council's discretion and the decision of the Council is final.

What will Fletching Parish Council Consider Funding?

The project or use of the grant should make the local community a better place to live, work or visit. It should benefit people who live in the Parish.

Applications should demonstrate that local people support the project and are involved in its implementation.

Each group may make only one application per financial year.

What will Fletching Parish Council not Fund?

Grants will not be awarded to fund activities of a political nature, nor activities considered to be the responsibility of other authorities.

Grants will not be awarded for day to day running costs.

Grants will not be awarded retrospectively.

Conditions of Grant Awards

The award must be used for the purpose for which the application was made.

If the group is unable to use the award for the stated purpose, all monies must be returned to Fletching Parish Council.

All awards must be properly accounted for and evidence of expenditure should be supplied as requested. If the Council is not satisfied with the arrangements, it reserves the rights to request a refund of monies awarded.

Donations to Registered Charities in response to a general fundraising appeal will not normally be considered.

Groups operating outside the parish boundary will normally be limited to an upper limit of £100.

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Fletching Parish Council Grant Application Form

Please complete this form and send along with a copy of the latest audited accounts of the organisation seeking assistance. Please return to clerk@fletching-pc.org

	Please complete this form in block capitals
Name and address of the organisation requesting the grant	
Contact name (who has authority to act on behalf of the organisation) and role within organisation	
Amount requested	
Purpose for which the grant will be used	
Date by which the grant is required	
Details of who will benefit from this award and what difference the award will make to them	
Details/evidence of the need for this project and the grant award from Fletching Parish Council	

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Details/evidence that your project involves local people and that they are in support of the project	
Have you requested or are you receiving funding from other sources (if yes please provide amount and funder(s) details)?	
If your application is successful, payment will be via BACs. Please provide bank details.	Account Name; Sort Code: Account Number:
Signed	
Date	