

BLEADON PARISH COUNCIL

Policy for the Consideration of Grant Requests

The Parish Council considers grant requests from organisations as part of its annual budget setting process. The following criteria are designed to assist in ensuring that an objective approach is taken in considering applications.

Eligibility

Only registered charities, voluntary groups or community organisations are eligible to apply for a grant. National or regional charities are not eligible, nor are individuals.

Any organisation applying for a grant must be primarily based within the parish of Bleadon and must be able to demonstrate that funds awarded will be used for the benefit of residents within the parish.

Purpose /objectives of any grant

Grants awarded should be used for:

- Purchasing equipment either in full or in part.
- Funding transport that will enable group members to partake in a group trip.
- Hosting special events or celebrations.
- Provision of recreational facilities.
- Funding specific projects.
- Specific items of expenditure in the upkeep/maintenance of community structures.

Conditions

- Any grant is made at the discretion of the Parish Council and is not an entitlement for any organisation.
- An award is made on the condition that it is used for the purpose for which the application was made.
- If an organisation is unable to use all or any part of the award for the stated purpose then all or any monies not used for the stated purpose are to be returned to the Council.
- All awards must be properly accounted for and evidence of expenditure is to be supplied as requested. If the Council is not satisfied with the arrangements it reserves the right to a refund of monies awarded.

Applications

Applications for grants should be in writing on the prescribed application form and should be submitted to the Clerk via email to parishclerk@bleadonparishcouncil.co.uk

The Parish Council requires that any individual or group requesting funding from the Parish Council should if possible be represented at the meeting where their application is to be considered in order to give background and information at the request of the Chairman.

BLEADON PARISH COUNCIL - GRANT APPLICATION FORM

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| Name of organisation | |
| Address of organisation | |
| Telephone number of organisation | |
| Email address of organisation | |
| Registered Charity/Charity Number | |
| Contact name | |
| Position with the organisation | |
| Contact's address | |
| Contact's telephone number | |
| Contact name's email address. | |
| Full and specific details of purpose for which the grant would be used. (Continue on a separate sheet if necessary) | |
| Please demonstrate how if funds were awarded they would be used for the benefit of residents within the parish | |
| Total sum spent by the organisation in the last financial year | |
| Total sum received by the organisation in the last financial year | |

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|--------------------------------------|--|
| Main income sources – please itemise | |
| Current bank balance | |

This form should be submitted to the Clerk by email to parishclerk@bleadonparishcouncil.co.uk to assist councillors in their decision making. Any figures should be for the last financial year of the organisation. A summary statement of accounts (e.g. receipts and payments plus the bank balance) should be attached. It is preferable, but not essential, if the accounts have been audited.