

This Grant Awarding Policy was approved by the Parish Council on 13th February 2012

GRANT AWARDING POLICY

Perranzabuloe Parish Council is able to make monetary grants to organisations that work for the benefit of the local community within Perranzabuloe Parish. Any organisation can only make one application for a grant in any one financial year (April to March). The Council regrets that it is legally not allowed to make grants to individuals.

CONDITIONS OF FUNDING

1. Applications will be considered from charitable or non-profit making organisations. Applications will be considered for individual projects only.
2. Applications must demonstrate a benefit to the community within the Parish.
3. The organisation will normally be expected to have clearly written aims and objectives, a written constitution and membership rules, copies of which should be submitted as part of the application. In addition, an organisation must demonstrate that it is properly managed and able to run its affairs responsibly.
4. Applications WILL NOT be considered:
 - From organisations intending to support or oppose any particular political party or to discriminate on grounds of race, religion or gender.
 - From private organisations operated as a business to make a profit or surplus.
 - From “Upward funders”, i.e. local groups whose fund raising is sent to their central HQ for redistribution.
 - From national charities or other charities outside the parish unless a particular benefit to residents of the parish can be demonstrated, e.g. Air Ambulance.
 - 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 specific project.
 - For activities that the Parish Council considers to be the responsibility of a Statutory Authority.
 - For day-to-day running costs, unless the group is well established and experiencing a temporary cash flow problem.
 - For expenditure which has already occurred.
5. 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 the requirement will need to be demonstrated throughout the project.
6. An organisation is required to submit 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.
7. An organisation is required to have a bank account in its own name with two authorised representatives required to sign each cheque.

8. Ongoing commitments to award grants or subsidies in future years will not be made. A fresh application will be required each year.
9. Each application will be assessed on its own merits and will be considered along with other applications at a meeting of the Parish Council. To ensure as fair a distribution as possible, the Committee will take into account the amount and frequency of previous awards.
10. 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 may be obtained from the Parish Clerk.
11. If approved by the Council, the grant will be paid by cheque. It must be acknowledged promptly by the organisation, stating the amount granted.
12. Any grant must only be used for the purpose for which it was awarded unless the written approval of the Parish Council has been obtained for a change in use of the grant monies, and that any unspent portion of the grant must returned to the Parish Council by the end of the financial year following the year in which it was awarded.
13. The Parish Council reserves the right to request feedback or receipts to demonstrate how the money has been spent and/or to inspect the outcome of the expenditure.

Signed.....(Chair)