



WHITFIELD PARISH COUNCIL GRANTS POLICY

Whitfield Parish Council will consider applications for grants from voluntary groups or charitable organisations.

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

Grant applications will be dealt with by the Full Council.

In determining the validity of an application, the Council will refer to the following guidelines:

Applications will be considered for the following purposes: -

1. For the purpose of purchasing equipment either in part or in full.
2. For the funding of transport that will enable group members to partake in a group trip or outing regardless of their incomes.
3. For training activities, or to purchase the expertise of an outside trainer/ instructor/ facilitator.
4. For activities that raise the profile of the area.
5. For running costs of a viable group that is experiencing a period of hardship.
6. For hosting special events or celebrations.
7. For the provision, improvement and repair of recreational or community facilities and buildings.

Conditions: -

1. Grants will not be awarded to individuals, or to profit making or commercial ventures.
2. Retrospective applications will not be considered.
3. Additional applications within a 12 month period will not normally be considered.
4. The award must be used for the purpose for which the application was made.
5. If the group is unable to use the award for the stated purpose, all monies must be returned to Whitfield Parish Council.
6. All awards must be properly accounted for and evidence of expenditure should be supplied as requested. If Whitfield Parish Council is not satisfied with the arrangements, it reserves the right to request a refund of monies awarded. An end of project report must be submitted.
7. Donations to Registered Charities in response to a general fundraising appeal will be restricted to an upper limit of £100.00.
8. Groups operating outside the parish boundary will normally be limited to an upper limit of £200.
9. If successful the Parish Council will expect to be included in any publicity and its contribution noted.

Eligibility: -

1. Any Charity, Voluntary Group or Community Organisation.
2. Agencies that operate within Whitfield Parish and are of benefit to the local community, with the following provisos:
 - Whitfield Parish Council will not fund activities that it considers to be the responsibility of another Statutory Authority.
 - Applications from schools for an activity that takes place within the school day will not be considered.
 - Whitfield Parish Council will not fund activities outside its powers and functions.



WHITFIELD PARISH COUNCIL APPLICATION FOR GRANT

Name of organisation in full:-			
Year organisation established:-	Registered charity number (if applicable):-		
Organisation's constitution and/or statement of Aims and Objectives:-	Attached <input type="checkbox"/>	Not attached <input type="checkbox"/> (Please give reason if not attached)	
Please attach latest accounts, income and expenditure for year:-	Attached <input type="checkbox"/>	Not attached <input type="checkbox"/> (Please give reason if not attached)	
Name of Account to which payment should be made:-	Bank:-		
Names and addresses of principle officers of your organisation:-	Chairman:- Address:- Treasurer:- Address:- Secretary :- Address:-		
Name and address of person making the application (to whom all correspondence will be sent):	Name:- Address:- Phone No:-	Position:- E-mail address:-	
Amount of Grant being requested:-	What is the total cost of the project?		
What will you use the grant for? (Including overall costs, estimates and how it will benefit Whitfield Parish and / or the Residents of Whitfield)			
<i>(Please use separate sheet of paper and attach any quotations or other information)</i>			
Have you applied for funds from other sources?	YES <input type="checkbox"/> NO <input type="checkbox"/> (If yes, please give details of where and the amount)		
What fund raising efforts will your organisation be making?			
<i>I certify that the above information and the contents of the attached documents are correct at the time of applying. I understand that if any of the information is subsequently found to be incorrect this may lead to the organisation being disqualified from consideration and/or the withdrawal of any grant awarded. I agree to my organisation being bound by the eligibility criteria and any conditions set by the Parish Council. Acceptance of any funds will be deemed to be agreement of these conditions.</i>			
Signed:-	Name:-	Date:-	