

GREAT BENTLEY PARISH COUNCIL

Grants and Donations Policy

Grant Funding

Great Bentley Parish Council has legal powers to award grants to local voluntary or 'not for profit' organisations in Great Bentley.

All grants made available are funded directly by the Parish Precept as the Council does not hold or receive any other significant funds from any source for the purposes of providing this funding.

As such we have a small grants budget and would not expect to see applications for funding exceeding £500 for any individual group or organisation.

Grant Funding Policy

Applications will be welcomed from such organisations, clubs, societies, or groups that can demonstrate that their application:

- Meets an identified need
- Is of benefit to the local community
- Is a viable project
- Is of benefit to residents of Great Bentley.

The Grant scheme is generally unable to support applications for the purposes detailed below, but the Council may consider exceptional requests on a case-by-case basis (subject to being able to use the General Power of Competence and having funds available)

- Routine running costs
- Individuals

The Grant scheme is unable to support any applications for the purposes detailed below

- Salary costs
- Projects with party political links or for party political purposes
- Projects for furthering religious aims of any group or organisation

- Projects relating to church property or property held for any ecclesiastical or religious charity.
- Projects which discriminate on the grounds of protected characteristics
- Applications to cover costs which have already been incurred.

Applicants should be aware of the following application criteria:

- Organisations applying to Great Bentley Parish Council should be situated in the parish of Great Bentley or be able to prove some significant benefit for the residents of Great Bentley
- The organisation should have a bank account in its own name.
- Organisations will usually be expected to provide some funding from their own resources towards their project (or if this is not possible explain why) and explore alternative funding opportunities wherever possible before applying to the Council
- Grants must be spent within one year of being awarded and restricted to the purpose for which they were given
- The Council would expect re-imburement of a grant if the organisation to which it has been awarded is dissolved or if the grant is used for a different purpose to that described on the original application form.
- Organisations are generally restricted to one application for grant funding during the financial year 1st April -31st March. However, further applications may be considered where a need is identified, and the Council has funds available.
- The awarding of a grant in one year does not set a precedent for another year.

The application process

Applications for grant funding will be considered quarterly by Great Bentley Parish Council's Finance Committee in April, July, October, and January. The deadline for receipt of applications will be:

30th March

30th June

30th September

31st December

Applications will usually be reviewed in the first instance by the Grants Working Party who will make recommendations and pass the application to The Finance Committee of Great Bentley Parish Council for consideration.

Applications must be submitted on the prescribed form and full supporting information as detailed on the application form must be provided before an application can be considered.

Great Bentley Parish Council reserves the right to request further information considered necessary to assess your application.

Organisations will be notified of the outcome of their application as soon as possible after the relevant quarterly Finance Committee meeting by letter or e-mail which will include any conditions attached to the grant award.

Following a successful application

- Funding will be made available within one month of approval and organisations will be required to acknowledge receipt of the grant
- As a condition of receiving the grant, organisations will be required to acknowledge Great Bentley Parish Council's support in their publicity material
- All organisations are required to complete a Monitoring Form to demonstrate how the grant was spent. The form will need to be submitted to the Council within 12 months of the award date.

Unsuccessful Applications

- The Council reserves the right to decline any application.
- The Council's decision is final and there is no right of appeal.

Donations Policy

- The Council may provide a donation to a group or organisation or project without an application, where the Council considers that the giving of such a donation will bring benefits to the residents of the Parish.
- As a discretionary donation, there is no application process.
- Such donations will be entirely at the discretion of, and subject to agreement by Full Council.

- The Council will set such conditions as it considers relevant to any donation, which will be communicated at the time of donation.
- The awarding of a donation for any reasons does not set a precedent for any other organisation or for donations in any other year.