

Awarding Grants Policy

Greatwood Hall

Hollington Road

Upper Tean

Staffordshire



ST10 4RQ

Set out below are the aims of conditions of grant aid to local organisations by the Parish Council.
 Applicants accepting grants are deemed to have accepted the terms of this Policy
 All grants are entirely at the discretion of the Parish Council

Who can apply?	Voluntary and community groups and organisations within the civil parish of Checkley.
What can it be used for?	<ul style="list-style-type: none"> • To enable local people to participate in voluntary groups and activities. • To help Checkley Parish’s voluntary and community groups to improve the impact on the community. • To ensure the provision of services needed by the residents of Checkley Parish via the voluntary sector. • To support organisations which meet the needs of people experiencing social and economic difficulties. • To ensure that there is equality of access and opportunity for all Checkley Parish’s residents to the services it provides and funds. • To improve or enhance the local environment.
Who/What is excluded from the grant scheme?	<ul style="list-style-type: none"> • Organisations that do not provide a service to the community in Checkley Parish. • General national appeals or charities. • Statutory organisations. • Political groups or activities promoting political beliefs. • Religious groups for the promotion of religious beliefs. • Arts & sports projects with no community or charitable element. • Retrospective applications.
How often can the same organisation apply for the grant?	This is at the discretion of the Parish Council however usually not more than once for any single project or activity in the same financial year. The Parish Council year runs from April to March.
General points and principals	<ul style="list-style-type: none"> • Assistance will be given on the basis of need, merit and contribution to the local community and availability of funds. • Applicants must clearly show how any assistance given will benefit the people living in Checkley Parish or will benefit the environment of Checkley Parish. • In the case of larger grant applications (>£1,500) applications demonstrating support from other organisations will be more likely to succeed. • Evidence of fundraising initiatives and/or use of volunteers will benefit any application. • There can be no presumption that funding will continue on a year to year basis.
The process to apply:	<ul style="list-style-type: none"> • All applications must be made on the Grant Application form, signed by two officers of the organisation and submitted to the Parish Clerk. • The form should be accompanied by the organisation’s previous year’s signed accounts and balance sheet, if available. Supplementary information may be required e.g. current bank balances or quotations. <p>Please note that accounts should be signed by 2 officers of the organisation and audited if available. The Clerk will be responsible for reviewing financial information in the first instance to ensure completeness. All applications will then be reviewed by the Parish Council before being considered by the Parish Council</p>

	<ul style="list-style-type: none"> • Applicants will be advised at which Parish Council meeting the application will be considered and will be advised within 5 working days of the meeting of the outcome. Applicants may be requested to attend this meeting should any questions arise. • Written acknowledgement of receipt of the grant is required.
Upon completion of the project:	<ul style="list-style-type: none"> • Upon completion of the project, feedback to the Council would be appreciated.

This Awarding Grants Policy was reviewed and adopted by Checkley Parish Council:

Meeting Date:	15 th September 2020
Minute Reference:	09.20/5d
Signed By:	
	The Chairman (Vice)
Signed By:	
	The Parish Clerk