

STRENSALL WITH TOWTHORPE PARISH COUNCIL

TERMS AND CONDITIONS FOR GRANT FUNDING APPLICATIONS:

General criteria – these apply to all applications:

1. Each application to be considered on its merit; the amount of grant will be at the discretion of the Parish Council but may only be a percentage of the amount requested.
2. The Parish Council has the discretion to make a maximum grant of £2000 on any project
3. The purpose for which the grant is made must be in the interest of the Strensall with Towthorpe Parish or any part of it or all or some of the inhabitants of the Parish as defined by the boundaries of the Parish Council. The benefit to the area or inhabitants must be commensurate with the expenditure. Groups within the Parish Council's area may apply; those outside the Parish who can demonstrate direct benefit will be eligible to apply for consideration by the Committee.
4. Organisations and groups will be expected to contribute some of their own funds to the project although a set percentage has not been agreed.
5. The Parish Council will endeavour to treat similar projects equitably.
6. The Parish Council will take into account any previous grant made to an organisation or group when considering a new application.
7. No grant to be payable to or for any commercial venture for private gain.
8. Retrospective applications will not normally be funded where the expenditure or project has been carried out or the event has taken place.
9. The Parish Council cannot give financial assistance to individuals under these Grant Funding criteria

Applications for support for a Commemorative Event or Festival

- (a) The application must relate to a community event, a festival or special event in commemoration and be held within the Parish.
- (b) Preferably, the application should be for support for specific identifiable elements of the event or festival, rather than towards general running costs.

(c) Recipients of grants from the Parish Council may be required to attend a meeting of the Parish Council to inform Members how the grant has been expended.

(d) All grant recipients are required to provide the Parish Council with a brief report, including photographs, of how the grant has been utilised, how it has assisted the organisation or group and what it has achieved; and such report may be published in the Parish Council's newsletter and on the Parish Council's website; this must be submitted within two months of purchase of the capital equipment, or completion of the project or event for which the funding was awarded.

Applications for support for Capital Expenditure or Project

(1) The application must relate to some specific item of capital expenditure or project and not to any regular item or maintenance or other revenue item, such as utility or staffing costs.

Conditions

(1) All grants will be conditional upon submission of Audited Accounts and/or supporting documentation detailing costs of capital expenditure, project or events for which funding is being sought.

(2) Recipients of grants from the Parish Council may be required to attend a meeting of the Parish Council to inform Members how the grant has been expended.

(3) All grant recipients are required to provide the Parish Council with a brief report, including photographs, of how the grant has been utilised, how it has assisted the organisation or group and what it has achieved; and such report may be published in the Parish Council's newsletter and on the Parish Council's website; this must be submitted within two months of purchase of the capital equipment, or completion of the project or event for which the funding was awarded.

(4) If the grant is put to purposes other than those for which it was awarded without the prior approval of the Parish Council, the recipient organisation or group will be required to repay the grant to the Parish Council.

(5) Recognition of the grant from Parish Council must be made in any publicity.

How will the application be assessed?

(1) How well the grant will meet the needs of the community, providing positive benefit to the inhabitants

(2) How effectively the group will use the grant

- (3) Whether the costs are appropriate and realistic
- (4) What level of contributions has been, or will be, raised by the applicant
- (5) Whether the organisation or group could reasonably have been expected to obtain funding from another, perhaps more appropriate, source
- (6) How the organisation or group is managed - as indicated in the Constitution

NB: all applications must be received on the Parish Council Grant Application form available on the website or from the Parish Clerk