

**Grant Awarding Policy**  
(Amended by the Council January 2021)

**Introduction**

Under Section 137 of the Local Government Act 1972, and the General Power of Competence, East Bridgford Parish Council has the power to award grants to organisations for projects and activities which benefit all, or part, of this parish.

The amount of money set aside for this purpose is determined each year when the annual budget is set. The Council will not exceed this budget even though the Section 137 allowance may be greater than this budget.

**Applications**

The Council will consider applications such as, but not limited to:

- Projects and activities which promote health, education, sport & recreation, arts & culture, safety or improvement in the local environment
- Projects which enhance the life of one of the following sectors of the community: the elderly, the disabled, the disengaged or the young
- Requests for funding to purchase specific equipment
- Support for hosting of special events or celebrations
- Funds for a group facing high start-up costs or running costs during a period of hardship

Grants will be awarded from £100.00 - £250.00

**Conditions**

Grants will only be awarded for projects and activities arranged by voluntary organisations, charitable bodies and community groups. They will not be awarded to individuals.

The Council will not support organisations outside the community, unless the applicant can demonstrate substantial benefit to the parish.

Only one grant will be awarded to a group per financial year.

The Council will not make grants retrospectively.

Grants will not be awarded for any purpose where a statutory provision exists.

Grant requests will only be accepted if submitted on the Council's dedicated application form and the applicants must be willing to attend a Council meeting.

The award must be used for the purpose outlined in the application.

Any award must be properly accounted for and within 6 months of receipt of the award, evidence of how the money was spent must be submitted to the Council.

Any underspend must be returned to the Council.

The Council reserves the right to impose conditions upon any award granted.

### **Procedural Guidance**

#### Those applying for £100.00 - £250.00

Applications must be submitted to the clerk to the Council by 30<sup>th</sup> November for consideration in the following financial year.

Applications must be submitted on the Council's dedicated form, available from [parishcouncil@eastbridgford.com](mailto:parishcouncil@eastbridgford.com) or by visiting the Council's website [www.eastbridgford.org/parishcouncil/GrantsAndDonations.html](http://www.eastbridgford.org/parishcouncil/GrantsAndDonations.html)

All sections of the form must be completed and all supporting documentation must be provided. The Council may request further information in some circumstances.

Applicants will be informed of the outcome by 31<sup>st</sup> July when any successful groups will also receive their funding.

#### Those applying for 'immediate' funding under £100.00

Applications can be submitted to the clerk at any time.

Applications must be submitted on the Council's dedicated form, available from [parishcouncil@eastbridgford.com](mailto:parishcouncil@eastbridgford.com) or by visiting the Council's website [www.eastbridgford.org/parishcouncil/GrantsAndDonations.html](http://www.eastbridgford.org/parishcouncil/GrantsAndDonations.html)

The request will be considered at the next Parish Council meeting and applicants will be expected to attend to answer questions.

A decision will be made at the meeting and payment will be made to successful applications as soon as possible after the meeting.

**Policy History and Review**

This policy was approved by East Bridgford Parish Council on 11 January 2021 and took effect from 12 January 2021.

In the event of any significant change to the legal position on Grants, any relevant statutory requirements or any other related matter, this policy will be subject to review. In the event of no change the policy will be reviewed by January 2023.

Approved: ..... Chairman of the Council

Date: ...../...../.....

Folio Reference: .....

**Review Reference**

Review Date	Recorded Amendment to the Policy	Signed

**Tuxford Town Council Grant Application Form**

Please read the policy and procedural guidance available from [clerk@tuxford-pc.gov.uk](mailto:clerk@tuxford-pc.gov.uk) before completing this form.

Name of Organisation	
Name of the lead person for correspondence purposes	
Correspondence Address	
What does the organisation do?	
What is the grant for?	
Who will benefit from the project?	
Amount of funding requested	

East *Bridgford*  
Parish Council

Please give details of any other body approached for funding towards this project?	
How else will you raise funds for this project?	
Signature	
Date	

Please continue on a separate sheet of paper if necessary and enclose the latest year's accounts and Constitution with your completed form