

Audlem Parish Council

Policy for the awarding of grants

Set out below are the aims and conditions of grant aid to local organisations by Audlem Parish Council

Who can apply?	Voluntary and community groups and organisations working within the civil parish of Audlem or for the direct benefit of the residents of the civil parish of Audlem
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 the Audlem's voluntary and community groups to improve the impact on the community• To ensure the provision of services, needed by the residents of Audlem, 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 Audlem's residents to the services it provides and funds• To improve or enhance the local environment
What/who is excluded from the grant scheme?	<ul style="list-style-type: none">• Organisations that do not provide a service to the community in Audlem• General national appeals or charities• Statutory organisations• Political groups or activities promoting political beliefs• Religious groups or the promotion of religious beliefs• Arts & sports projects with no community or charitable element• Retrospective applications
How often can the same organisation apply for grant?	<ul style="list-style-type: none">• Not more than once for the same project or activity in the same financial year.

<p>General principles</p>	<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 Audlem or will benefit the environment of Audlem. • There can be no presumption that funding will continue on a year to year basis (the Parish Council's year runs from April to March). • Evidence of fundraising initiatives and/or use of volunteers will benefit any application.
<p>General points</p>	<ul style="list-style-type: none"> • Upon completion of the project the Council requires a written statement (using the form that will be supplied with the grant cheque) of how the grant was used (within 6 months of award). • Where applicable the Council should be given credit for supporting the project. • Payments can only be made to organisations or partnerships not to individuals • Prior to any grant being awarded, the Council will be given the organisation's previous year's signed accounts and balance sheet and may require supplementary information to support the application such as current bank balances. The RFO will be responsible for scrutinising financial information in the first instance. (Please note that accounts should be signed by 2 officers of the organisation and audited if appropriate.) • Unspent monies must be returned to the Council • Written acknowledgement of receipt of the grant is required.
<p>Process</p>	<ul style="list-style-type: none"> • All applications must be made on the Grant Application Form, signed by 2 officers of the organisation and submitted to the Parish Clerk. • All applications will be considered by the full Parish Council. • Organisations are encouraged to submit applications for consideration at the March and October meetings, although applications can be made at any time. • Applicants will be advised at which Parish Council meeting the application will be considered and will be advised in writing within 5 working days of the meeting of the outcome.

