



# **BLEADON PARISH COUNCIL**

## **GRANT REQUEST POLICY**

**Adopted – 13<sup>th</sup> November 2017 – 301.11.v**

**Reviewed – 14<sup>th</sup> May 2018 – 309.21**

**Updated – 13<sup>th</sup> November 2023**

# **BLEADON PARISH COUNCIL**

## **Policy for the Consideration of Grant Requests**

### **Eligibility**

Only registered charities, voluntary groups or community organisations are eligible to apply for a grant. National or regional charities are not eligible, nor are individuals.

Any organisation applying for a grant must be primarily based within the parish of Bleadon and must be able to demonstrate that funds awarded will be used for the benefit of residents within the parish.

### **Priorities for the Council**

The Council will consider all grant funding requests, but priority for funding will be given to requests which reflect the following:

- Proposals which support and promote a 'rural' character
- Proposals which improve the physical appearance of the Parish
- Proposals which help make the Parish of Bleadon a happier and safer place to live

### **Purpose /objectives of any grant**

Grants requests can be for a variety of different purposes, for example:

- Purchasing equipment either in full or in part.
- Funding transport that will enable group members to partake in a group trip.
- Hosting special events or celebrations.
- Provision of recreational facilities.
- Funding specific projects.
- Specific items of expenditure in the upkeep/maintenance of community structures.

However, grant requests should not be for:

- Individuals
- Expenditure which creates (intentionally or otherwise) an ongoing revenue commitment for the Council
- Political or lobbying purposes
- Unlawful activity
- Retrospective funding requests

### **Conditions**

- Any grant is made at the discretion of the Parish Council and is not an entitlement for any organisation.
- An award is made on the condition that it is used for the purpose for which the application was made.
- If an organisation is unable to use all or any part of the award for the stated purpose then all or any monies not used for the stated purpose are to be returned to the Council.
- All awards must be properly accounted for and evidence of expenditure is to be supplied as requested. If the Council is not satisfied with the arrangements, it reserves the right to seek a refund of monies awarded.

## **Applications**

Applications for grants should be in writing on the prescribed application form and should be submitted to the Clerk via email to [parishclerk@bleadonparishcouncil.co.uk](mailto:parishclerk@bleadonparishcouncil.co.uk)

The form below should be submitted to the Clerk by email to [parishclerk@bleadonparishcouncil.co.uk](mailto:parishclerk@bleadonparishcouncil.co.uk) to assist councillors in their decision making. Any figures should be for the last financial year. A summary statement of accounts should be attached. It is preferable, but not essential, if the accounts have been audited. In the event that the organisation has reserves, the reason for the retention of these reserves should be clearly stated.

**BLEADON PARISH COUNCIL - GRANT APPLICATION FORM**

Name of organisation

Address of organisation

Telephone number of organisation:

Email address of organisation:

Registered Charity/Charity Number:

Contact name :

Position with the organisation:

Contact's address (if different from above):

Contact's telephone number (if different from above):

Contact name's email address (if different from above):

Full and specific details of purpose for which the grant would be used. (Continue on a separate sheet if necessary)

Please specify the outcomes you expect to achieve with the help of funding from the Council:

Total sum spent by/turnover of the organisation in the last financial year:

Total income received by the organisation in the last financial year:

Main income sources – please itemise:

Current bank balance/reserves: