Wendens Ambo Parish Council

Grant Awarding Policy

Wendens Ambo Parish Council has a small budget for the award of grants, for providing support to community organisations. The Parish Council will consider applications for grants from voluntary groups or charitable organisations, which are not for profit and who can demonstrate that any funding received will directly benefit the Parish, or residents of the Parish,

Grant applications will be dealt with by the full council.

**Applications will be considered for the following purposes;**

1. For the purpose of purchasing equipment either in part or in full. 2. For the funding of transport that will enable group members to participate in a group trip or outing regardless of their incomes.

3. For training activities, or to purchase the expertise of a trainer/instructor/facilitator.

4. For activities that raise the profile of the area.

5. For running costs of a viable group that is experiencing a period of hardship.

6. For hosting special events or celebrations.

7. For the provision of recreational facilities.

**Conditions;**

1. Grants will not be awarded to individuals.

2. Grants will not be awarded to regional or national organisations, unless they are for a specific project in the Wendens Ambo area.

3. Applications will be considered twice a year, applications should be forwarded in the month (March and October) before these meetings, in order to give the council time to consider all merits. A decision will be given at the April and November Parish Council meetings.

4. Additional applications within a 12 month period will not normally be considered.

5. The award must be used for the purpose for which the application was made.

6. If the group is unable to use the award for the stated purpose, all monies must be returned to the Parish Council.

7. All awards must be properly accounted for and evidence of expenditure should be supplied as requested. If the Parish Council is not satisfied with the arrangements, they reserve the right to request a refund of monies awarded.

**Eligibility;**

1. Any charity, voluntary group or community organisation.

2. Agencies that operate within the parish and are of benefit to the local community, with the following provisos:

 - The Parish Council will not fund activities that it considers to be the responsibility of a Statutory Authority.

 - The Parish Council will not fund activities outside its powers and functions.

**Applications;**

Applications should be sent to the parish council clerk the month before the March and November meetings.

Applications should be made using the Wendens Ambo Parish Council grant application form and be forwarded to the clerk with a copy of financial accounts for the previous financial year.

Reviewed 06/02/2023

Wendens Ambo Parish Council

Grant Application Form

Please complete this form and attach the relevant information and send to;

Jane Rolfe, 15 Mill Lane, Saffron Walden, Essex CB10 2AS

wambopc@gmail.com

|  |  |
| --- | --- |
| Name of Organisation |  |
| Contact Details |  |
| Position within Organisation |  |
| Telephone |  |
| Email |  |
| Is your organisation a registered charity? |  |
| If yes, charity number |  |
| Project for which grant is required? |  |
| Total cost |  |
| Have funds been requested from other sources? |  |
| Success/failure of application, and amount requested |  |
| Amount requested from Wendens Ambo Parish Council? |  |
| When are the funds required? |  |