

# Great Budworth Parish Council

## Grant Awarding Policy

<b>Who can apply?</b>	Voluntary and community groups and organisations within the Great Budworth area
<b>What can it be used for?</b>	<ul style="list-style-type: none"> <li>• To enable local people to participate in voluntary groups and activities</li> <li>• To help the Great Budworth area's voluntary and community groups to improve the impact on the community</li> <li>• To ensure the provision of services, needed by the residents of the Great Budworth area, via the voluntary sector</li> <li>• To support organisations which meet the needs of people experiencing social and economic difficulties</li> <li>• To ensure that there is equality of access and opportunity for all Great Budworth area residents to the services it provides and funds</li> <li>• To improve or enhance the local environment</li> </ul>
<b>What/who is excluded from the grant scheme?</b>	<ul style="list-style-type: none"> <li>• Organisations that do not provide a service to the community in the Great Budworth area</li> <li>• General national appeals or charities</li> <li>• Statutory organisations</li> <li>• Political groups or activities promoting political beliefs</li> <li>• Religious groups or the promotion of religious beliefs</li> <li>• Arts &amp; sports projects with no community or charitable element</li> <li>• Retrospective applications</li> </ul>
<b>How often can the same organisation apply for grant?</b>	<ul style="list-style-type: none"> <li>• Not more than once for the same project or activity in the same year</li> </ul>

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<b>General principles</b>	<ul style="list-style-type: none"> <li>• Assistance will be given on the basis of need, merit and contribution to the local community and availability of funds</li> <li>• Applicants must clearly show how any assistance given will benefit the people living in the Great Budworth area or will benefit the environment of the area</li> <li>• There can be no presumption that funding will continue on a year to year basis</li> </ul>
<b>General points</b>	<ul style="list-style-type: none"> <li>• Upon completion of the project the Council requires a written statement of how the grant was used</li> <li>• Applications demonstrating support from other organisations will be more likely to succeed</li> <li>• Where applicable the Council should be given credit for supporting the project</li> <li>• Payments can only be made to organisations or partnerships not to individuals</li> <li>• The Council reserves the right to see the organisations accounts and may require supplementary information to support the application</li> <li>• Unspent monies must be returned to the Council</li> </ul>
<b>Process</b>	<ul style="list-style-type: none"> <li>• All applications must be made on the Grant Application Form</li> <li>• All applications will be considered by the Council's Finance Committee</li> <li>• Applicants will be advised in writing which Finance Committee meeting will consider the application and will be advised within 5 days of the meeting of the success or otherwise of the application</li> </ul>

# Great Budworth Parish Council

## Small Grants Application Form

<b>Project title:</b>		
<b>Organisation's Name:</b>		
<b>Applicant's Name:</b>		
Address:		
Telephone	Mobile	e-mail

Estimated cost of project:			
Description	Materials	Labour	Total
Sub-total			
VAT (if applicable)			
<b>TOTAL</b>			<b>£</b>

Details of contributions from other organisations?	
	<b>£</b>
Total amount of grant applied for	<b>£</b>

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**Project Description:**

*Please set out what your project aims and objectives are as clearly as possible – you may continue on a separate sheet if necessary*

Signed on behalf of the applying organisation:

Dated:

Position:

***When you have read the attached policy and completed the Application Form please return it to the Parish Clerk – Gill Ayres: [greatbudworthparishclerk@gmail.com](mailto:greatbudworthparishclerk@gmail.com)***

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