

LACOCK PARISH COUNCIL

GRANTS POLICY



Grants Policy approved by Lacock Parish Council at a meeting held on

The Parish Council's grant scheme is intended to provide the financial support that will help to promote those community organisations and clubs active within the parish that work for the benefit of the residents.

Grants can be made to existing as well as newly formed organisations, but note that it is not possible to consider providing grants to national organisations not having a locally based group. Organisations must be properly constituted, non-profit and be able to demonstrate that their activity benefits Lacock parishioners.

Grants can only be used for capital projects, seed funding for start-up projects and not for revenue support.

Only one grant per organisation will be given by the Council in a financial year

Grants will not normally be considered for:

- General operational and maintenance costs.
- Events that have already occurred, equipment already purchased, works already started or completed.
- Repayment of loans or cost of services, equipment or provisions in anticipation of a grant.

Each application will be considered on its merits, and, because the budget is limited, grants will not necessarily be available on an annual basis. Applications will be added to the Parish Council agenda to be discussed and awarded as soon as practical after receipt of documentation. Applicants are encouraged to attend the parish council meeting so they can present their application and background during Public Question Time. The parish clerk will inform the applicant of the result of their grant application.

Please apply to the Parish Clerk for any grant in the first instance providing the following information:-

- Organisation Name
- Contact Details
- Information about your organisation – when was it formed, what services are provided to support the local community
- Purpose of the grant
- Amount of grant requested
- Total cost of the project, what other funding has been applied for, fundraising undertaken or planned .
- Any supplementary information e.g accounts, literature, annual reports etc

The following Grant Conditions should be considered before applying

- The grant can only be used for the purpose stated in the application and the Council reserves the right to reclaim any grant not being used for the specified purpose of the application.
- The organisation is responsible for ensuring the grant is used for the purpose for which it is granted.
- Organisations are responsible for ensuring that they are in compliance with all legal and statutory requirements.
- Should for any reason the organisation disband in the 12 months following award of the grant, the Council may ask for all or part of the monies to be paid back.
- Prior approval of the Council is required if any change of purpose of the grant is required.

If a grant application is successful, once awarded, the grant recipient will be required to inform the Parish Council of full details of how the grant was spent. Receipts for the capital items purchased must be provided to the Parish Clerk.

If you have any questions, or need help in applying, please contact the Parish Clerk:

Lana Steward

Email : - stewardpc@btinternet.com Phone 01249 730254