

# **WOOLMER GREEN PARISH COUNCIL**

## **Grant Awarding Policy**

### **INTRODUCTION**

A grant is any payment made by the Parish Council to an organisation for a specific purpose and which is not directly controlled or administered by the Parish Council.

Grants will be awarded to organisations that can demonstrate that they will bring benefit to the parish as a whole or a significant number of persons residing within the Parish.

The Parish Council is committed to ensuring that any money is spent responsibly whilst ensuring value for money for local taxpayers.

### **POLICY**

1. Organisations need to demonstrate a clear need for financial support to achieve an objective which will benefit the Parish.
2. Grants will not be awarded to private individuals, commercial organisations, purposes for which there is a statutory duty upon other local authorities or central government to provide, political parties, national charities (unless the purpose will directly benefit the residents or village of Woolmer Green) or organisations that discriminate on the grounds of race or religion.
3. Only one application for a grant will be considered from any organisation in any one financial year.
4. The organisation must have its own bank account and be properly constituted.
5. Applicants must submit financial account information with their application including quotations, estimates or budgets obtained for the project.
6. Account will be taken of the extent to which funding has been sought or secured from other sources or own fund-raising activities.
7. Grants will not be made retrospectively.
8. A decision upon an award will be considered by the Parish Council at the next appropriate meeting of the Parish Council.
9. The grant can only be used for the purpose stated in the application and the Council reserves the right to reclaim any grant not used for the specified purpose.
10. The Parish Council may request proof of expenditure.

## GRANT APPLICATION FORM

Name and address of Organisation
Name and address of the person making this application on behalf of the Organisation
Your position in the Organisation
Telephone number & email address.
For what purpose is the Grant required?
How will the grant benefit the residents and village of Woolmer Green?
How many residents are likely to benefit?
What is the total cost for this project?
What is the total amount of Grant Aid sought?
Have you applied to or do you intend to apply to any other organisations for Grant Aid for this project?
Please give details of any other applications for funding that you have made to the Parish Council in the past year or are planning to make.

Signature ..... Date .....

After completion, please return the form to:

Clerk to Woolmer Green Parish Council,  
Village Hall, Hall Lane, Woolmer Green, Herts SG3 6XA