

Froxfield Parish Council

Grant funding policy

Policy Criteria

1. Froxfield Parish Council will set an annual budget for grants and will adhere to it rather than exceed it. The total amount of grant money available may vary from year to year.
2. Request for grants will only be accepted for consideration provided that the parish council's "application for grants" form has been completed and appropriate supplementary information provided.
3. Applicants will be required to attend the meeting to answer any questions councillors may have about the project.
4. Grants given will be from £20.00 to £1000.00 and will not be made retrospectively.
5. Applications for grants of less than £100 can be made at any time but please allow at least 12 weeks for your grant application to be considered by the parish council.
6. Grant applications over £100 will need to be made prior to September each year for consideration by the council when preparing the budget for the following financial year. However all applications will be assessed on its own merits.
7. The parish council requires all recipients of Grants in excess of £150 to provide a written report of how the grant money has been used within 6 months of receipt of the grant. It may take the form of an annual report or set of accounts that clearly identify the manner of spending. The written report must be deposited with the clerk to the council, and hence becomes a document which members of the public have a right to inspect under the provision of Section 228 of the Local Government Act 1972 (as amended)
8. The parish council will not normally fund more than 25% of the cost of a project and evidence of other funding will be required (eg contribution from the District or County council/s, local business, sponsorship. Other fundraising events such as jumble sales etc)
9. In event of there being more applications than the council has budgeted for, the successful applications may be scaled down to fit the budget, rather than deleting applications which merit a grant.
10. Grant recipients may be requested to provide evidence of purchase.
11. Recipients may be asked to acknowledge council support on stationary and promotional material.
12. The parish council will consider only one application for each project in any one financial year.
13. If the organisation making the grant application owns or leases property which other bodies hire or use, the council expects them to demonstrate that they make a distinction between not-for-profit and for-profit hirers in the rates they charge (business should not be subsidised with public funds)
14. Organisations that do not have a child protection policy will, if deemed appropriate, be required as part of the conditions of grant aid to adopt a policy within 2 months of the receipt of the grant.
15. Extended grants i.e. grants that run over a period of more then one year will not normally be considered. However, in exceptional circumstances the council may

consider such an application which should be supported by a business plan or a service plan in respect of the period for which a grant is being sought. If you wish to make an application for an extended grant please contact the clerk to the council in the first instance to discuss the matter.

16. Factors the council will take into account when considering a grant are:

- If the charity/organisation is based within the parish of Froxfield, within 5 mile of Froxfield or a National charity/organisation.
- If the organisation has charitable status.
- Whether the grant will directly benefit the residents of the Froxfield, Privett or surrounding villages within the parish of Froxfield.
- If other grants have been provided by neighbouring parish councils, EHDC, HCC or SDNPA.
- If other funding has been applied for or gained.
- Amount of information provided on the grant application form.
- If the grant request is within the scope of the statutory functions given by parliament.

17. If the charity/organisation is religious, political or a lobbying group or has affiliations with these types of groups then the parish council are unable to support these causes with public funds.

18. Froxfield Parish Council reserves the right to refuse any application.