

BERRYNARBOR PARISH COUNCIL

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Grant Awarding Policy

Introduction

Berrynarbor Parish Council budgets a sum of money every financial year for grants to local voluntary or charitable organisations where the activities will contribute to, and be of benefit to, the life or community and benefit the people of Berrynarbor Parish.

These grants are limited and are made available to organisations that can demonstrate a need for assistance.

A total figure for available grant aid will be agreed by the Council as part of the budget for each financial year. The grant may be in the form of either a financial grant, or in certain approved cases, the provision of work carried out by the Council's own staff and/or use of Council premises.

To ensure that fair and proper consideration may be given to all requests, the Council requires applicants to follow the following Application Process:

Application Process

All organisations applying for grant funding must put the request in writing to the Parish Council. All requests must be accompanied by the latest set of financial accounts and a copy of the constitution or rules of the organisation (unless provided and any additional information the organisation considers will support its application.

The Parish Council will accept applications for grant funding throughout the year and requests received will be considered at the next Full Council Meeting.

Conditions

- 1. Organisations and Locality
- 1.1 Applications will only be accepted from charitable, voluntary and nonprofit making organisations.
- 1.2 Organisations should be local to Berrynarbor Parish or, if outside the boundary, its work should be of benefit to the Parish and its residents.
- 1.3 At present, the Council is unable to give financial assistance to individuals or charities operating overseas.
- 2. <u>Type of Financial Assistance</u>
- 2.1 The Council would normally provide grant aid towards specific projects or purchases of equipment; however, it will also consider revenue costs



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if it can be demonstrated that a lack of funds has an adverse effect on the Parish and/or its residents.

- 2.2 The Council will also consider assistance in kind, by the provision of work carried out by the Council's own staff and/or use of Council premises.
- 3. <u>General</u>
- 3.1 Grants should be spent for the purpose and on the project/activity for which they were given and the Council would ask for due recognition and advertisement for any grant aid awarded.
- 3.2 If an Organisation is dissolved the Council would expect the Organisation to reimburse the grant awarded.
- 3.3 Organisations are not restricted to the number of grant applications they may submit to the Council during any year. However, the history of previous applications may be considered in the decision-making process.
- 3.4 The awarding of a grant in one year or period does not set a precedent for any subsequent applications.
- 3.5 If contractors are used for any work, the Council may require Organisations to provide written estimates.

Date of Review	Change Description	Minute No.

This policy will be reviewed periodically.