

FENSTANTON PARISH COUNCIL

Voluntary and community sector grants policy and application form

A grant is any payment by the Council to be used by an organisation for a specific purpose that will benefit the parish, or residents of the parish, and which is not directly controlled or administered by the Council.

The Parish Council has statutory power given by s137 of the Local Government Act 1972 (LGA 1972) to incur expenditure which in their opinion is in the interests of, and will bring direct benefit to, its area or any part of it or all or some of its inhabitants. The total expenditure that may be incurred under this power is set in each year by law. The Parish Council will as part of its budget setting process in each November set a total sum of money to be made available for grant aid during the forthcoming financial year. The Parish Council will consider applications for grants from voluntary organisations and charitable bodies to support work that complies with the criteria stated in s137 of the LGA1972 and will give priority to voluntary organisations and charitable bodies that are locally based and be of direct benefit to the inhabitants of Hemingford Abbots. Any applications for a grant to be made during a financial year should be made before the end of the preceding October. Exceptionally the Parish Council may consider applications made at other times.

Conditions

1. Only applications made on the Grant Aid Policy Application form will be considered.
2. Only one application from any voluntary organisation or charitable body will normally be considered in any 12 month period.
3. The grant must be used for the purpose for which the application was made.
4. If the voluntary organisation or charitable body is unable to use the grant for the stated purpose, all monies must be returned to Fenstanton Parish Council.
5. All grants must be properly accounted for and evidence of expenditure must be provided when requested. If Fenstanton Parish Council is not satisfied with the evidence provided following such a request, it reserves the right to require a refund of some or all of the grant awarded.

Application Process

- The Grant Aid Policy Application form is available from the Parish Clerk and also forms part of this document.
- A summary statement of accounts (receipts and payments plus bank balance) should be attached. It is preferable but NOT essential, to send audited accounts.

- Any grant given is on the understanding that the majority of your members/majority of your organisation's work is within the Parish of Fenstanton.
- Details of how the grant will be used will be required from each applicant.
- The applications for grant will be considered and the awards made by the Parish Council at its ordinary meeting in **October** each year. This is the only meeting where grant applications are considered.
- Grants will be paid by automated payments wherever possible.

Please submit your application to:

**Annette Eggett
Clerk & RFO
FENSTANTON PARISH COUNCIL
2b New Road
St Ives
Cambridgeshire
PE27 5BG**

T – 01480 465 300

clerk@fenstantonparishcouncil.org.uk

FENSTANTON PARISH COUNCIL

Grant aid application form

Your details

NAME OF VOLUNTARY ORGANISATION OR CHARITABLE BODY	
CONTACT NAME	
POSITION WITHIN ORGANISATION	
CONTACT ADDRESS	
CONTACT TELEPHONE NUMBER	
E-MAIL ADDRESS	
AMOUNT REQUIRED	£
DESCRIPTION OF PROJECT	
DESCRIPTION OF DIRECT BENEFIT TO THE PARISH	
TOTAL COST OF YOUR PROJECT	
HAVE YOU APPLIED FOR, BEEN PROMISED OR RECEIVED ANY OTHER GRANTS OR DONATIONS FROM ELSEWHERE FOR THIS PROJECT?	YES / NO
ANY OTHER COMMENTS WELCOME	

Organisation's bank details

NAME OF BANK ACCOUNT TO BE CREDITED							
ACCOUNT NUMBER							
SORT CODE			-			-	