



**Armitage with Handsacre
Parish Council**

Grant Awarding Policy and Procedures

Date created	Date adopted	Date last reviewed	Next review date
Unknown	October 2024	N/A	September 2026

GRANT AWARDING POLICY AND PROCEDURES

INTRODUCTION

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

The Parish Council is legally able to make grants to the community under the General Power of Competence which permits councils “to do anything individuals generally may do as long as they do not break other laws”. Under Section 137 of the Local Government Act 1972, the Council has discretionary powers to award grants to local groups or organisations for “purposes which may bring a direct benefit to the area or any part of it for some or all of the inhabitants”.

POLICY

The Parish Council awards grants, as its absolute discretion, to non-for-profit, charitable or volunteer organisations or worthy causes which can demonstrate a clear need for financial support to achieve an objective which will benefit the Parish by;

- . Providing a service
- . Enhancing the quality of life
- . Improving the environment
- . Promoting the Parish of Armitage with Handsacre in a positive way

Applications cannot be considered from the following:

- a. Individuals
- b. Commercial organisations
- c. Organisations statutorily funded by central government or local authorities
- d. Organisations that discriminate on grounds of age, sex, race, religion or sexual orientation
- e. Organisations which support or oppose any political party
- f. “Upward funders/uploaders” i.e. local groups where fund raising is sent to a central HQ for redistribution

Only one application for a grant will be considered from an organisation in any one financial year. Ongoing commitments to award grants in future years will not be made. A fresh application will be required each year. This will be at the discretion of the council.

To be considered for an award, applicants must answer all the questions on the application form and provide the necessary details requested.

Grants will not be made retrospectively or be made once work on a project has already commenced.

GRANT APPLICATION PROCEDURE

The Clerk to the Council will receive all applications in the first instance and will then collate all the necessary information from the applicant ready for presentation and discussion at the appropriate Council meeting.

Organisations requesting financial assistance are required to submit, addressed to the Clerk to the Council, Parish Council Office, Village Hall, Shropshire Brook Road, Armitage, WS15 4UZ.

Where additional information is required in order to consider the grant application, applicants may be invited to meet with the Council to further discuss the application, prior to the grant being determined by Full Council.

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Criteria for applications;

1. Grant applications must be made on the official application form.
2. Applicants must set out how the community will benefit from the work funded by any grant. This is particularly important where an application is made by an organisation working regionally or nationally.
3. All applications must be accompanied by the most recent annual accounts or a copy of bank statements covering the past six months.
4. For grant requests for a specific project, three quotations for the proposed works should be submitted.
5. Applicants must set out any other funding they have been awarded or have applied for. Where the Parish Council is being asked to be the sole funder, the applicant must explain the reason for this. Applicants are encouraged to submit applications to neighbouring parish councils.
6. An organisation which has not previously applied to the Parish Council must submit a copy of its constitution.
7. Any grant that the Parish Council offers is on the understanding that the applicant is responsible for obtaining the necessary legal permissions and the offer of the grant by the Parish Council should not in any way be taken as authorisation.
8. Grant recipients should submit a report after 31 March showing how the funding has been used. Grant recipients are encouraged to attend the Annual Parish Meeting and mount a display or make a presentation.

To be considered for an award, applicants must answer all the questions on the application form and provide the necessary details requested.