Grant Awarding Policy and Procedure for Brighstone Parish Council

Introduction to Policy

A grant is any payment or gift made by the Parish Council to 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 Parish Council.

The law requires that Section 137 grants must be "in the interests of or will directly benefit the area or its inhabitants, or of part of it, or some of it" and "the direct benefit should be commensurate with expenditure". Similar considerations will apply when considering applications for other grants.

Policy

The Parish Council awards grants, at its absolute discretion, to organisations which can demonstrate a clear need for financial support to achieve an objective which will benefit the Parish by:-

- Providing a service to Brighstone Parish.
- Enhancing the quality of life of Brighstone Parish residents.
- Financial sustainability and viability of group and/or project
- Improving the environment, and promoting the Parish of Brighstone in a positive way.

The Parish Council will NOT award grants to:-

- Private individuals,
- Commercial organisations,
- Purposes for which there is a statutory duty upon other local or central government departments to fund or provide or "Upward funders". ie. local groups where fund-raising is sent to a central HQ for redistribution.
- Political parties,
- Religious organisations: unless for a purpose which does not discriminate on grounds of belief

This list is not exclusive, and may be added to at the council's discretion.

Only one application for a grant will be considered from any 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.

Grants will not be made retrospectively.

Application Procedure

1. All applicants must complete the Application Form and supply all additional information as advised within it. Failure to provide all necessary supporting information will result in the rejection of your application.
2. The deadline for the Parish Clerk to receive the application forms is 31st October. All applications will be considered at the November Full Parish Council meeting and applicants will be notified of the outcome after this meeting.

At the Parish Council's specific annual budgeting meeting an amount will be set from which grants will be awarded during the following financial year. Once the grants budget is exhausted, the Parish Council will only consider emergency requests for assistance, and generally only from organisations with whom it has close links.

A grant award must only be used for the purpose stated on the application. If the organisation is unable to use the money, or any part of it, for the purpose stated, then all monies, or unexpended part of such monies must be returned to the Parish Council. The Parish Council may request proof of expenditure.