

Church Fenton Parish Council

Grant Awarding Policy

A grant or subsidy is any payment made by Church Fenton Parish Council (CFPC) to be used by an organisation or individual for a specific purpose in the furtherance of the wellbeing of the Church Fenton community, either generally, or for a specific purpose and which is not directly controlled or administered by CFPC. The purpose of any grant or subsidy given by CFPC is to support initiatives in the local community and to help create opportunities for the residents of the Parish.

Applicants are encouraged to contact the Clerk prior to submitting an application to prevent abortive work.

Guidelines for Grant Applications

- 1) The group or project must bring direct benefit to the residents of Church Fenton. All applications must clearly demonstrate how this will be achieved.
- 2) Grant Aid application forms are available from the Clerk or from the Parish Council website. Application forms must be submitted along with the latest set of the organisation accounts if appropriate. It is important that all questions on the application form are fully answered and that any appropriate additional information, which supports an application, is provided.
- 3) Grant applications cannot be made retrospectively.
- 4) The scheme provides start-up awards for new as well as grants for existing organisations.
- 5) Applications WILL NOT be considered from:
 - Organisations intending to support or oppose any particular political party or to discriminate on the grounds of race or religion.
 - Private organisations operated as a business to make a profit or surplus.
 - “Upward funders”, i.e. local groups whose fund raising is sent to their central HQ for redistribution.
 - National Charities (independent local branches with direct benefit to Church Fenton may be considered)
- 6) Applications from religious groups will be considered where a clear benefit to the wider community can be demonstrated irrespective of their religious beliefs.
- 7) Any grant must only be used for the purpose for which it was awarded unless the written approval of CFPC has been obtained in advance for a change in use of the grant monies, and that any unspent portion of the grant must be returned to CFPC on completion of the project.
- 8) Although CFPC will give as much help as possible, the administration of and accounting for any grant or subsidy shall be the responsibility of the recipient.
- 9) CFPC reserves the right to request any further information that it deems necessary to assist the decision making process. Account will be taken of the amount and frequency of previous awards and of the extent to which funding has been sought or secured from other sources or own fund-raising activities.