

NEWTON ST CYRES PARISH COUNCIL

GRANT GIVING POLICY

The Parish Council wishes to support local groups/organisations who work within the parish/community to develop or enhance facilities available, or who contribute to the well-being of parishioners. Grant giving is funded from annual precept income and forms part of the budget set annually in December.

Applicants must be non-profit making or charitable. Grants will not be made retrospectively and only one application will be considered from an organisation in any one financial year. The financial year runs from 1 April.

Where possible, the Parish Council seeks to work with organisations/individuals to support their long term aims. A separate grant application/review meeting will be required for each year.

WHEN TO APPLY

Applications are generally only considered once a year. All applications should be submitted by 15 November in time for the December Budget meeting. You will be notified of the outcome of your application after the December meeting. If successful, your grant will be paid in May of the following year (payment will be made by BACS)

ELIGIBILITY CRITERIA

- I. Applicants must be non-profit making/charitable organisation operating within the parish of Newton St Cyres. Organisations may be registered as a charity, but non-registered organisations will still be eligible if a management committee is in place and all other criteria are met.
- II. Applicants must have a bank/building society account for their organisation with at least two signatories.
- III. Applicants must have a constitution or equivalent to submit with their application. Groups working together to run a project may be considered without a separate constitution but must have a separate bank account.
- IV. The applicant's aims and objectives must be clear and show direct benefit to Newton St Cyres parish/community and/or the lives of people within the Newton St Cyres parish/community. The application must state how the grant will aid their future plans.
- V. Independently audited accounts should be submitted as part of the application:
 - Current years accounts
 - A comparison with last years accounts
 - A forecast budget
 - Balance sheet
- VI. The Parish Council reserves the right to publish details of any grant funding given and projects supported.

HOW TO APPLY

Applications must be submitted by email to the Parish Clerk by 15 November. Please ensure you comply with the eligibility criteria as stated above.

Mrs Jane Hole, The Cellar, Pump Street, Newton St Cyres, EX5 5BY. Tel: 01392 851148

Email: parishclerk@newtonstcyres-pc.gov.uk

TERMS & CONDITIONS

You must use the grant within one year for the purpose for which it was given. Any delays with project timescales must be reported to the Clerk. The Council may request details of the progress of the project and may require proof of expenditure. Unspent grants may have to be repaid.

Date of last review: January 2024