

# Goodmanham Parish Council

## Grant Awarding Policy

Goodmanham Parish Council has a limited amount of money available to support initiatives and projects developed by the local community. Normally support will be in the form of one-off grants. Funding will only be approved for projects which can demonstrate a direct benefit to Goodmanham Parish or Parishioners.

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

### Application Process

1. Grant Aid application forms are available from the Clerk or from the Parish Council website. 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.
2. The Parish Clerk is happy to advise applicants, but decisions on grants are made by Council.
3. Once a completed application is received it will be reported to the next Council meeting. Dates for these are on the website. Agendas are drawn up a minimum of 3 working days before a meeting.
4. The applicant will be formally advised of the Council decision as soon as possible after the meeting.
5. Payment can be made in advance providing evidence of need is provided.

### Guidelines for Grant Applications

1. All applications must clearly demonstrate how benefits to Goodmanham Parish or Parishioners will be achieved.
2. Applicants will need to provide evidence that the Council finding is essential, and advise of arrangements that are in place to ensure that the funds are managed appropriately.
3. Grant applications cannot be made retrospectively.
4. 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 Goodmanham may be considered)
5. Applications from religious groups will be considered where a clear benefit to the wider community can be demonstrated irrespective of their religious beliefs.
6. Funds must only be used for the purpose for which it was awarded unless the written approval of the Council 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.
7. Although the Council will give as much help as possible, the administration of and accounting for any grant or subsidy shall be the responsibility of the recipient.

8. The Council 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.