

Newby & Scalby Parish Council

Discretionary Grants 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 grants must be “in the interests of, and will bring direct benefit to, the area or any part of it or all or some of its inhabitants” and “the direct benefit should be commensurate with expenditure.”

Grant applications will be considered at the Parish Council meetings held in April, July, October and January. Exceptional grant applications which deviate from this policy may be accommodated at the Council’s discretion.

GRANT CRITERIA

Applicants must be able to demonstrate a clear need for financial support so as to benefit Newby and Scalby parishioners by:-

- Providing a service,
- Enhancing the quality of life,
- Improving the environment, or
- Promoting Newby and Scalby in a positive way

Organisations will normally be expected to have clear written aims and objectives, a written constitution and a separate bank account, however not having these does not automatically mean the application will be refused so long as suitable credible evidence of the requirement can be made.

The Parish Council will not award grants to: -

- a. private individuals or regional/national charities unless for a specific project within the Council area
- b. commercial organisations
- c. purposes for which there is a statutory duty upon other local or central government departments to fund or provide
- d. “Upward funders” i.e. local groups where fund-raising is sent to a central HQ for redistribution
- e. political parties
- f. religious organisations; unless for a purpose which does not discriminate on grounds of belief
- g. schools for an activity that takes place within the school day
- h. any project outside the powers and functions of the Council

CONDITIONS

- Grants will not be awarded for similar items on a regular basis
- Additional applications within a rolling 12 month period will not normally be considered.
- Financial status – a copy of your most recent set of accounts must be enclosed with your application. Should none be available an explanation must be provided, if possible with substantiating evidence, to enable the Council to make a judgement as to the viability of the applying organisation. A grant will not be considered without this information.
- Applicants must attend the council meeting at which their application is considered. Failure to do so will result in their application being refused.
- Donations to Registered Charities in response to a general fundraising appeal will be restricted to an upper limit of £100-00.
- Groups operating outside the parish boundary will normally be limited to an upper limit of £100-00.
- The award can only be used for the purpose for which the application was made.

- If the award cannot be used for the stated purpose, all monies must be returned to Newby and Scalby Parish Council.
- All awards must be properly accounted for and evidence of expenditure should be supplied as requested. If Newby and Scalby Parish Council is not satisfied with the arrangements, it reserves the right to request a refund of monies awarded.

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. Grants will not be made retrospectively.

SUCCESSFUL APPLICATIONS

Organisations receiving grants are required to advise their users/members that the grant or equipment has been received from Newby and Scalby Parish Council. Where appropriate, the Parish Council will affix a label to equipment.

Where equipment is gifted to an organisation, the Parish Council advises that it be insured and maintained at the expense of the user.

It is not just the role of the Parish Council to award grants - it actively encourages organisations to do their own fundraising and, where possible, seek grants from other agencies to finance projects.

Adopted 12.2.2014 until 31.3.2015. For review Jan 2015. See Minute 27/14.2