**GREAT WAKERING GRANT AWARD POLICY**

Under Section 137 of the Local Government Act 1972, Great Wakering Parish Council has the power to give grants to organisations for the direct benefit to all or part of its Community. Each year the Secretary of State sets an amount per elector which in total must not be exceeded.

Grants will be awarded that benefit the community of Great Wakering by supporting organisations and projects which help to improve safety, recreation, education, community pride, sports, art and culture or improving the long term wellbeing of residents of the Parish.

In considering an application for financial assistance, the Parish Council will take into account the purpose for which the grant is required, the organisation’s statement of accounts and/or balance sheet and/or financial statement, how the grant will benefit the residents of Great Wakering, other bodies to which applications for financial assistance have been made, any other supporting information and the history of previous applications in the decision making process.

Where a grant is offered for a project/purchase still in the planning stages the Parish Council may pledge to grant a certain sum which will only become payable when the project is under way. In this case the offer will only be kept open for a period not exceeding nine months. The project/purchase must have commenced, or a firm commitment made to a start date before the grant can be claimed and this must be within nine months of the offer of financial assistance being made. After this time the offer will lapse.

Grant applications are determined by the Full Council at Council Meetings. Applicants will be informed of the outcome of their application as soon as possible after the meeting at which it was considered.

Great Wakering Parish Council reserves the right to reclaim the grant in the event of it not being used for the purpose specified on the application form or in the event of false, misleading or inaccurate information being supplied.

To allow for necessary budgetary action, grants made to successful applicants may be paid in the financial year following that in which the application was submitted.

**The following criteria must be followed:**

* Grant applications will only be considered if submitted on a grant application form with all supporting and financial documentation attached. A copy of the latest set of approved accounts must be attached certified by the organisation’s Treasurer as being a true and accurate statement of facts.
* Grants will only be considered for:
* Capital cost of new or improved facilities or equipment
* Providing a public service
* Initial funding for new activities
* Applications from schools or local religious groups will be considered where a clear benefit to the wider community can be demonstrated and the project is in addition to statutory services.
* Applications from health, education or social services will be considered where there are benefits to the wider community and the project is in addition to statutory services.
* Only one grant may be made in each financial year to each organisation.
* Within 12 months of the grant being awarded a report is required from the organisation of how the money has been spent with supporting evidence by way of invoices etc attached.
* Grants to county or countrycwide organisations must demonstrate how Great Wakering residents will benefit.
* Grants will only be awarded for forthcoming or ongoing projects – not retrospectively.
* Organisations seeking funds for buildings must demonstrate a reasonable security of tenure in the relevant property.

**Grants will NOT be awarded for:**

* Costs of routine maintenance and repair of equipment (unless in exceptional circumstances)
* Salary or routine administration costs
* Individuals (except where the organisation provides help for needy individuals belonging to or using the organisation)
* Hospitality
* Commercial enterprises which aim to generate a profit
* Projects with party political links
* Projects which discriminate on the grounds of age, gender, sexual orientation, race or religion or any other discriminatory practice which is outlawed by statute.
* Services which should be provided by statutory funding
* Buildings that are uninsured
* Organisations with substantial unallocated resources

**Additional Grant Funding**

In the case of grants awarded for projects for which additional grant funding is to be sought to enable the project to proceed, the funds approved will be available to the organisation until the end of the financial year in which they were awarded, unless determined otherwise by the Parish Council when approving the grant. Should the funds continue to be required for the project, a further Grant Application must be submitted.

Grant application forms may be downloaded from the Parish Council website or hard copy from the office.

Adopted 22nd April 2015