

Atherstone Town Council



GRANT AWARDING POLICY



QUALITY
PARISH &
TOWN
COUNCIL
SCHEME

1. OBJECTIVES OF ATHERSTONE TOWN COUNCIL'S GRANT FUND

- a) to promote a vibrant, active and sustainable community
- b) to contribute to the development of facilities in the community
- c) to benefit other residents in the community (not individuals)
- d) to be awarded to "not for profit" organisations or voluntary community groups

In particular projects will be considered that achieve one or more of the following:

- a) address problems of social deprivation, disadvantage etc.
- b) demonstrate a degree of community development/public involvement
- c) impact on crime and disorder
- d) contribute to economic development/tourism
- e) provide services for youth/the elderly
- f) provide or improve sport or cultural activities
- g) improve the physical environment
- h) address problems of climate change and promote a carbon neutral community
- i) promote equal opportunities
- j) demonstrate collaborative working - different agencies working together
- k) demonstrate match funding

Consideration will also be given to whether it contributes to Atherstone Town Council's objective of involving community representatives in identifying local needs and facilitates collaboration between the Council and partner organisations.

2. SIZE OF GRANTS

Applications should be for one-off projects and normally for sums under £1,000. Exceptions to this figure may be considered depending on the project. Projects that require on-going funding will only be considered if there is a clear plan of how it will be funded after the initial contribution from the Council and that there is evidence of match funding.

3. TIMING OF APPLICATIONS

Grants will not be awarded for expenditure already undertaken.

For grants up to £1000] applications are considered twice a year in September and in January.

For major grants over £1000 applications will be considered in November and significant amounts may have to be included in the budget for the subsequent financial year and will be awarded the following April.

Exceptions will be made to these dates if the applicant demonstrates an urgent need for grant funding.

4.SUPPORTING DOCUMENTS REQUIRED

For smaller grants up to £1000 applications must be supported by a simple budget of the group or organisation's activities, this is essential if a start up grant is being requested.

For major grants over £1000 applications must be supported with the accounts of the relevant organisation for a period of one financial year prior to the date of application, and indicate expenditure, income, assets and liabilities, together with funding obtained from other partner bodies, if appropriate.

5. EVIDENCE OF USE

If the grant is over £1000 the organisation must provide a report to Atherstone Town Council following use of the funds.

6. COUNCIL BUDGET SETTING

A budget will be set each year for grants to be financed out of the precept. This maybe based on the previous year's uptake and the limit set for the annual spending limit for section 137 *. Consideration will also be given to major projects ongoing in the community for example the refurbishment of a community hall. However the giving of a grant in one year to an organisation does not set a precedent for another year.

7.RISK MANAGEMENT AND REVIEW

If an organisation folds the council would expect the organisation to reimburse the grant aid awarded.

The council will review the grant-aid budget annually and periodically review the criteria for awarding grant aid to community organisations.

**The limit for section 137 grants 2009-10 is currently £6.15 per head of electorate.*

8.PUBLICITY AND TRANSPARENCY

The council will publicise the availability of grant-aid widely throughout the community.

It will report annually on the total spent on grants and list the groups in receipt of a grant and the use made of the grants.

In awarding grants the council recognises and supports the valuable contribution made by the voluntary sector to the well being of the community.

9. Policy adopted at the Town Council meeting held on June 24th. 2009.