

## Great and Little Whelnetham

### GRANT AWARDING POLICY

Great and Little Whelnetham Parish Council has statutory powers to make funds available to local organisations for the overall benefit of Great and Little Whelnetham, Sicklesmere and its residents. The power of the Great and Little Whelnetham Parish Council to donate is detailed in the Local Government Act 1972, s137, which permits a local authority to spend a limited amount on activities for which it has no specific power, but which the authority considers **‘will bring direct benefit to the area, or any part of it or all of some of its inhabitants’**. The Local Government and Housing Act 1989 added the requirement that the benefit obtained should be commensurate with the expenditure incurred. This document outlines Great and Little Whelnetham Parish Council’s guidelines for awarding. It also formalises the application process to ensure access, openness and fairness to the groups and organisations we aim to support. We will ensure that our grant awarding activity is fair and transparent.

#### General information for applicants

It is Great and Little Whelnetham Parish Council’s intention (subject to budget restrictions and available resources) to support initiatives from local community groups and organisations. Priority will be given to applicants who have not previously received grants from Great and Little Whelnetham Parish Council. The size of any grant awarded is at the discretion of the Parish Council but will not exceed £500 in any one application.

#### Who is eligible to apply

The following organisations may apply to Great and Little Whelnetham Parish Council:

- A. A Great and Little Whelnetham based charity
- B. An organisation serving the needs of the residents of Great and Little Whelnetham
- C. Resident(s) of Great and Little Whelnetham requesting grant aid with a project/event, which will be for the benefit of the local community
- D. A Great and Little Whelnetham based club/association/charity serving a specific section of the community or the community as a whole
- E. A local branch of a regional or national organisation/group which serves the needs of the residents of Great and Little Whelnetham.

#### Who is not eligible to apply

We will normally reject applications from:

- A. Projects which are the prime statutory responsibility of other government bodies who would normally be funded by a local or regional authority
- B. Projects which improve or benefit privately owned land or property
- C. Support for individuals or private business projects
- D. Applications by “for profit” commercial organisations
- E. From regional and national organisations unless it can be clearly demonstrated that the grant would be used specifically for the residents served by Great and Little Whelnetham Parish Council

- F. From organisations with political affiliations or those established for the purpose of forwarding a party-political agenda

Priority will be given to those applications submitted early in the financial year (which runs from April to March), however the Parish Council reserves the right to leave the application process, funding dependent, until the end of the financial year.

### **What can be funded**

The project should be something that makes the local community a better place to live, work and play. It should be something that will provide a long lasting and sustainable benefit to our local area. The project must be something that will improve the social, environmental and /or economic profile of Great and Little Whelnetham. Priority will be given to those applications which add value over applications for running costs.

### **The following are unlikely to be considered as a grant priority**

Projects where there is a large shortfall in the funding required to complete the project or projects that simply replace existing facilities with no significant improvement.

### **Conditions of grant**

Great and Little Whelnetham Parish Council support must be acknowledged as appropriate on all publicity and promotional material including posters, advertisements, press releases and leaflets.

Financial support can only be used for the purpose for which the grant is given.

Organisations will normally be expected to have clear written aims and objectives, a written constitution, and a separate bank account.

Evidence of expenditure and the outcome of the project should be provided to Great and Little Whelnetham Parish Council at the appropriate time.

Grants must not be distributed to any other organisation.

### **Applications should be submitted, using the Small Grant Application Form to:**

The Clerk, Elaine Gorman  
21 Horsecroft Road  
Bury St Edmunds  
Suffolk  
IP33 2DS  
Email: [clerk@whelnethamparishcouncil.gov.uk](mailto:clerk@whelnethamparishcouncil.gov.uk)

## Decisions will be based on the following criteria

- General eligibility
- Impact on key local need
- Community support
- Value for money
- Environmental impact
- Community involvement
- Feasibility
- Likely effectiveness

## GRANT APPLICATION FORM

### General information for applicants

It is Great and Little Whelnetham Parish Council's intention (subject to budget restrictions and available resources) to support initiatives from local community groups and charitable organisations.

Priority will be given to applicants who have not previously received grants from Great and Little Whelnetham parish Council. The size of any grant awarded is at the discretion of the Parish Council but will not exceed £500 in any one application.

If you need any assistance completing this form please contact the parish clerk, email: [clerk@whelnethamparishcouncil.gov.uk](mailto:clerk@whelnethamparishcouncil.gov.uk)

### Section A – Details of Organisation

|   |  |
|---|--|
| Full Legal Name (and Title by which your organisation is commonly known, if applicable) |  |
| Address for correspondence  |  |
| Telephone number  |  |
| Email address   |  |
| Registered Charity no.  |  |
| Contact person and position in organisation   |  |
| Principal aims and objectives   |  |

|  |  |
|--|--|
|  |  |
| Name of organisation to which the grant should be made payable |  |

Section B – Financial Details of Application

|  |  |
|--|--|
| Total cost of project  |  |
| Breakdown of total cost (include a 'shopping list' if applicable)  |  |
| Amount raised so far   |  |
| Amount of grant for which you are applying   |  |
| Other sources of funding (how you intend to raise the balance)   |  |
| <p><b>Benefit to the Community</b><br/> Please explain the benefits you consider this donation/grant will make to the community and/or its residents</p> |  |

Signature of applicant:

Date: