



## **GRANT AWARD POLICY**

West Row Parish Council has statutory powers to make funds available to local organisations for the overall benefit of West Row and its residents.

This document outlines West Row 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 West Row 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 West Row Parish Council. The size of the grant awarded is at the discretion of the Parish Council but will not exceed £250 in any one application.

### **Who is eligible to apply**

The following organisations may apply to West Row Parish Council:

- A West Row based charity
- An organisation serving the needs of the residents of West Row
- Resident(s) of West Row requesting grant aid with a project/event, which will be for the benefit of the local community
- A West Row based club/association/charity serving a specific section of the community or the community as a whole
- A local branch of a regional or national organisation/group which serves the needs of the residents of West Row

### **Who is not eligible to apply**

We will **not consider** applications from:

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

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

### **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 West Row. 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**

West Row Parish Council support must be acknowledged as appropriate on all publicity and promotional material including posters, advertisements, press releases and leaflets. We will also expect a representative from the organisation to attend the Annual Assembly to give short report on their project.

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

Grants must not be distributed to any other organisation.

Applications should be submitted using Grant Application Form to:

The Clerk, West Row Parish Council      e-mail: [clerk@westrow-pc.gov.uk](mailto:clerk@westrow-pc.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