Kidlington Parish Council

GRANT AID AWARDING POLICY – S137 Grants

Each year the Parish Council reserves a sum of money for disbursement of grants to voluntary organisations and community groups who provide a service which benefits the residents of Kidlington.

These grants are limited, and can only be made available to those organisations that can demonstrate a need for assistance for activities that fall within the above statement.

To ensure fair and proper consideration is given to requests for this funding, the Council requires the following to be submitted to the Clerk:

- A completed application form
- An up to date set of accounts. If the organisation is a new entity with no accounts available, please provide a Business Plan, stating aims and objectives, along with a financial projection for at least the current financial year.
- Any additional evidence that the organisation considers will support their application

Applications are considered four times a year at the meeting of the Policy and Finance committee. The deadline for application is 31 January, 31 April, 31 July and 31 October every year.

1. APPLICATIONS WILL BE CONSIDERED UNDER THE FOLLOWING CRITERIA:

1.1. Applications will only be considered from voluntary organisations, registered charities or established community groups.

1.2. Applicants must be Kidlington based, or proven to benefit the residents of Kidlington.

1.3. Kidlington Parish Council cannot, by statute, consider applications from individuals, charities operating overseas, or funds established to help persons outside the UK.

1.4. In most cases, grants will not be given for projects which other statutory bodies are responsible for funding.

1.5. Applications up to a maximum of £5,000 will be considered, but awards will commonly not exceed £500.

1.6. The Council will assess each application in terms of its Equality Impact to ensure that equality, social inclusion and community cohesion issues are considered before agreeing to offer grant funding.

1.7 The Council would prefer to provide financial assistance towards specific projects, events or purchases of equipment; however it will also support ongoing revenue costs if the organisation can demonstrate their lack of funds and the adverse effect on the village and its residents if the organisation is unable to continue or is hampered by lack of funds.

1.8. Applications cannot be made retrospectively for projects already completed.

1.9 The Council will also consider assistance in kind, such as use of rooms at reduced or free rent within these terms of grant aid.

2. FURTHER INFORMATION

2.1. It is expected that grant money will be spent within one year or receipt.

2.2. The Council reserve the right to request copies of invoices and/or other documentation as evidence that the expenditure has been incurred.

2.3. If the organisation dissolves or the project for which the grant was agreed not materialise, the Council expects the funds to be reimbursed.

2.5. There is no restriction to the number of times an organisation may apply for grant funding, however, the history of previous applications will be considered in the decision making process. Priority will be given to first time applicants who fulfil the criteria.

2.6. The giving of grant aid in one year does not set a precedent for another year.

2.7. Recipients of a grant from the Parish Council should acknowledge the fact on all relevant literature.