



BIDFORD-ON-AVON PARISH COUNCIL POLICY FOR GRANT APPLICATIONS

1. WHO CAN APPLY

- Only properly constituted, voluntary, not-for-profit organisations can apply for a grant under the scheme. **Individuals are not eligible to apply.**
- A voluntary organisation applying for a grant aid must be able to demonstrate that:
 - It carries out its activities otherwise than for profit
 - Its activities will benefit either the whole of the Bidford-on-Avon Parish or its community
 - Only if sporting associations can demonstrate that they have been unsuccessful in obtaining funding from their national bodies, Warwickshire County Council or Stratford District Council will Bidford-on-Avon Parish Council consider their application for grant aid.

2. SCOPE FOR FUNDING

- The Council's preference is to provide financial assistance for specific projects or purchase of equipment. However, it will consider supporting ongoing revenue costs if the organisation can demonstrate that lack of funds can have an adverse effect on the Parish and/or the community if the organisation is unable to continue due to lack of funds.

3. GENERAL

- Grants should be spent within the year, for the purpose for which they were given.
- Grants cannot be made to cover money already spent.
- Copy of invoices and/or other documentation as evidence that the expenditure has been incurred has to be submitted within 6 months from date of invoice/documentation.
- Organisations receiving grant-aid in excess of £300, as a condition, are required to provide the Council with a written report within 12 months of the award date to demonstrate how the funds were expended.
- If an organisation dissolves the Council would expect the organisation to reimburse the grant-aid awarded or give a written explanation as to why it is unable to do so.
- Organisations are not restricted to the number of grant applications submitted to the Council for grant-aid over a period of time, however

the history of previous applications will be considered in the decision making process.

- The giving of a grant one year does not set a precedent for another year.

APPLICATION FOR FINANCIAL ASSISTANCE BY VOLUNTARY ORGANISATIONS/GROUPS

Notes to Application Form

- Please read the attached guidance sheet before completing this form
- After completion please return to the Parish Clerk.
- If you wish to discuss your application or require assistance please contact the Parish Clerk.

Successful applicants may be required to submit a short report outlining the use made of the grant within 3 months of the project's completion.

APPLICATION FORM

Name of organisation/group.....

Where is the organisation based?.....

Age range for services provided.....

Is your organisation a registered charity? Yes/No

Is your organisation affiliated to a national organisation?.....

Please briefly describe the aims of the organisation and give details of how it benefits the local community –

Please list the organisation's current activities and proposals for the next 12 months.

Please enclose the following together with your application:

- Financial Information
Please supply a copy of the most recent audited accounts if possible;
alternatively please supply a breakdown of your current financial position.

- Contact details
Name and contact details of the person with whom this application can be discussed
 - Name and position within the organisation
 - Address and telephone number

- Declaration
The information given in the application and supplied with it is to the best of my knowledge true and accurate.
Any financial assistance awarded will be spent for the purposes requested. I understand that copies of application forms and other supporting documentation will be available to officers and councillors of Bidford-on-Avon Parish Council.

Signed for and on behalf of the organisation

Date

Name

Position within the organisation

