



Document Control

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Note – Review date is indicative and will depend on changes in Legislation or best practice

Grant Aid Policy

This document outlines Stondon Parish Council's ("the Council's") general funding principles and details its expectations of all groups intending to apply to the Council for grant aid.

This Grant Aid Policy is based upon "powers" defined under Section 137 of The Local Government Act 1972 – these powers allow Councils to spend money on anything that is considered for the benefit of all or some of the Parish Council residents. These powers are strictly controlled; Stondon Parish Council follows guidance contained within the NALC Legal Note 31 about use of Section 137 Powers

Who can apply?

The Council operates a modest and limited grant aid system each year for organisations with a not for profit aim delivering services to parishioners. Individuals are not eligible to apply.

Organisations grant-aided by the Council are required to:

- Ensure efficient levels of administration, hold regular meetings, keep minutes and circulate information to group members.
- Keep proper accounts. Grants may only be made to groups, which have submitted satisfactory accounts, unless the group is recently formed.
- Report back as required to the Council on their activities.
- Involve group members and group users in policy-making and in the management of activities and services.
- Be open to eligible users, as defined by the group's constitution.
- Establish and monitor equal opportunities policies and practices.
- Meet the legal responsibilities of an employer where appropriate; adopt, implement and monitor good employment practices and procedures.
- Recruit and support volunteers where appropriate.
- Acknowledge the Council's support in annual reports.

Council's Grant Aid Strategy

The Council will only accept applications from organisations with a not for profit aim delivering services to parishioners which, in its opinion, are in the interests of, or will directly benefit the Council's parish or its inhabitants.

The Council's preference is to provide fair and proportional financial assistance for specific projects or purchase of equipment but requests for proportionate support towards group or organisation set-up costs, running costs and awareness raising costs will also be considered.

Grants cannot be provided to cover the following running costs or similar items. The following list, while not all encompassing, are some examples;

- Salaries
- VAT
- Tax liabilities

Any sum awarded will be regarded as a 'one-off' and no commitment will be given to future funding.

The Council's Grant Aid strategy aims to where practicable:

- Support the parish's organisations to improve their efficiency and effectiveness
- Support the provision of services to the benefit of parishioners (residents)
- To provide support to parishioners experiencing social/economic difficulties and/or promote health and wellbeing

- Ensure that organisations receiving funds provide an equality of access and opportunity for all parishioners to the services they provide

An organisation applying for a grant must be able to demonstrate that:

- It carries out its activities otherwise than for profit.
- The application has local community need and support.
- The proposed project will benefit the parish of Stondon or its parishioners.

General

The Council considers applications twice per year, in October and February.

The Council is prepared to consider applications at other times of the year, if the applicant can demonstrate a special requirement and if available budgets allow.

Organisations applying for grant aid should note:

- Grants can be made to encourage new groups or new projects, or to help with the costs of some expenditures.
- Grants should be committed within 6 months for the purpose for which they were given.
- Unspent sums should be returned to the Council as soon as practically possible.
- We would expect the submitting group to present the outcome of this support or proposed support at the Annual Parish meeting in April.
- Applications will not be considered for retrospective funding

Adopted on - as per schedule

Review – as per schedule