



## COMMUNITY GRANT POLICY

Each year Oswestry Rural Parish Council awards grants to voluntary organisations and community groups, which in the opinion of the Council is in the interests of the local community.

All applications are considered on their individual merits and awarded in accordance with the benefits the Council considers the funding will provide to the local community.

Successful applicants will receive their award at the Annual Parish Meeting which takes place in May.

### 1. Who can apply?

Local voluntary organisations, community groups and sports/recreational clubs. All must:

- be of a non-commercial nature;
- have a constitution, set of rules or documented aims and objectives;
- have a bank account with at least two signatures.

### 2. How can the grants be used and how are they awarded?

Grants awarded by the Council may be used for capital projects or for revenue purposes but only for the purpose specified in the grant application.

The Council considers applications on the following basis:

- How well the grant will meet the needs of the community.
- How effectively the organisation will use the grant.
- How the organisation is managed.
- Whether the costs are appropriate and realistic.
- The level of contributions from other funders.
- Whether the organisation could reasonably have been expected to obtain sufficient funding from a more appropriate source.

### 3. How and when should an application be made?

All applications should be submitted to the Clerk on the Parish Council's formal 'Grant Application Form' which is available to download from the Parish Council's website or can be obtained from the Clerk.

All grant applications must be received no later than 1 April for consideration by the Parish Council at its April meeting. Applications received after this date will not be considered until the following fiscal year.

### 4. What is required with the application form?

- A copy of the organisation's latest accounts and bank statements.
- Supporting evidence of the cost of the project (e.g. invoices or estimates).
- A copy of the minutes at which it was agreed to apply for grant aid.
- A copy of the organisation's constitution, or rules or statement of aims and objectives.

5. What will not be funded?

- Applications which do not substantially benefit the local community.
- Organisations or activities which are primarily commercial in nature.
- Organisations which have a closed or restricted membership.
- Organisations that are the responsibility of another public body/agency. However, some form of matched/joint funding may be considered.
- Religious or political activities unless unrestricted community benefit can be demonstrated.
- Loan repayments.
- Retrospective applications where the activity or project has already been carried out.

6. What are the conditions of a grant awarded by the Parish Council?

- The grant can only be used for the purposes stated in the application and the Council reserves the right to reclaim any grant not being used for the specified purpose of the application.
- If the organisation requires a change of the purpose of the grant, the Council's prior approval must be obtained.
- Individuals may apply for grants if submitted by an organisation to which they belong. The organisation is responsible for ensuring the grant is used for the purpose for which it is granted.
- Organisations are responsible for ensuring that they are in compliance with all legal and statutory requirements.
- Should for any reason the organisation disband during the period of the grant the Council may ask for all or part of the grant to be paid back.
- Recognition of the grant from Oswestry Rural Parish Council must be made in any publicity.
- Within three months of grants awarded over £2,000 the organisation must submit a report detailing how the grant was used and the impact it has made.
- Organisations may only make one application per year.
- More than one project may be included within each grant application.

Non-compliance with any of these conditions could result in the grant being withdrawn or repaid and future grant applications refused.

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