



Oswestry Rural Parish Council

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 Parish of Oswestry Rural and / or its residents and will benefit them in a manner commensurate with the expenditure.

All applications will be considered on their individual merits. The final decision on assessment of applications and the level of any grant offered lies with Oswestry Rural Parish Council.

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.

The paramount concern of the Council is that any grant application must be seen to be of benefit to residents of the Parish.

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

Grants can be used for capital projects or for revenue purposes but only for the purpose specified in the application and grant.

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.
- Whether the costs are appropriate and realistic.
- The level of contributions raised locally.
- Whether the organisation could reasonably have been expected to obtain sufficient funding from a more appropriate source.
- How the organisation is managed.

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.

Organisations are advised to take a photocopy of the completed application form for their own reference.

4. What is required with the application form?

- A copy of the organisation's constitution, set of rules or statement of aims and objectives.
- Copies of audited or independently examined accounts for the last two years. More recently formed groups should provide supporting documents that explain why accounts are not available. Documents could include: bank statements, management accounts, business plan / budget.
- Supporting evidence of the cost of the project. Evidence could include: estimates (more than one) or receipted invoice(s).
- Copies of the minutes of the last AGM and latest meeting.

5. What will not be funded?

- Organisations or activities which do not substantially benefit the residents of the Parish.
- 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?

- 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 disbands during the period of the grant the Council may ask for all or part of the monies to be paid back.
- Recognition of the grant from Oswestry Rural Parish Council must be made in any publicity.
- Within three months of grants over £2,000 being awarded the organisation is required to 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 of any of these conditions could result in the grant being withdrawn or repaid and future grant applications refused.

Policy adopted 25 August 2015.

Policy reviewed 26 February 2019.