



# **Newtown Linford Parish Council**

## **Grant Awarding Policy and Procedure – Adopted 05/05/21**

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### **Introduction**

A grant is any payment or gift made by the Parish Council to an organisation for a specific purpose that will benefit the Parish, or residents of the Parish and which is not directly controlled or administered by the Parish Council. The law requires that Section 137 grants must be “in the interests of or will directly benefit the area or its inhabitants, or of part of it, or some of it” and “the direct benefit should be commensurate with expenditure”. Similar considerations will apply when considering applications for other grants.

### **Policy**

Newtown Linford Parish Council awards grants, at its absolute discretion, to Parish organisations which can demonstrate a clear need for financial support to achieve an objective which will benefit the Parish by:-

- Providing a service
- Enhancing the quality of life
- Improving the environment, and promoting the Parish of Newtown Linford in a positive way.

Applications will be considered for the following purposes: -

1. For the purpose of purchasing equipment either in part or in full.
2. For the funding of transport that will enable group members to partake in a group trip or outing (regardless of their incomes).
3. For training activities, or to purchase the expertise of an outside trainer/ instructor/ facilitator.
4. For activities that raise the profile of the Parish.
5. For running costs of a viable group that is experiencing a period of hardship.
6. For hosting special events or celebrations.
7. For the provision of recreational facilities.
8. Small start-up grants for new groups.

### **Terms and Conditions: -**

1. To qualify for an award the applicant must be able to demonstrate that any funding from Newtown Linford Parish Council will benefit the Parish or residents of the Parish.
2. Grants will not be awarded to individuals, commercial organisations, local groups where fundraising is sent to a central HQ for redistribution or political parties.
3. Grants will not be awarded for similar items on a regular basis.
4. Additional applications within a 12-month period will not normally be considered.
5. All awards must be used for the purpose for which the application was made.
6. If the group is unable to use the award for the stated purpose, all monies must be returned to Newtown Linford Parish Council.
7. All awards must be properly accounted for and evidence of expenditure should be supplied, when the project has concluded (normally within 12 months of the date of the Grant).
8. Donations to Registered Charities in response to a general fundraising appeal will be subject to funding availability and at the discretion of the Council.
9. Ongoing commitments to award grants in future years will not be made. A fresh application will be required each year. This will be at the discretion of the council.
10. Grants will not be made retrospectively.
11. Newtown Linford Parish Council reserves the right to refuse any grant application which it considers to be inappropriate, or against the objectives of the Council.

### **Application Procedure**

Organisations can request financial assistance for amounts of up to £500 by completing the attached application form.

### **Successful Applications**

A grant award must only be used for the purpose stated on the application. If the organisation is unable to use the money, or any part of it, for the purpose stated, then all monies, or unexpended part of such monies, must be returned to the

Parish Council. The Parish Council can request proof of expenditure.

Where equipment is gifted to an organisation, Newtown Linford Parish Council requires it be insured and maintained at the expense of the user.



## **Newtown Linford Parish Council Grant Awarding Application Form**

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Name of Organisation	
Contact Details	
Position within Organisation	
Contact Telephone Number	
Contact Email Address	
Is your organisation a registered charity?	
If yes, charity number	
Project or reason for which grant is required	
Total Expected Cost	
Amount of grant requested from Newtown Linford Parish Council	
When are the funds required?	