



SEND PARISH COUNCIL

GRANTS AND DONATIONS

POLICY AND PROCEDURES

INTRODUCTION

Send Parish Council will include in its annual budget money for local grants and donations. Through its Grants and Donations policy the Council aims to support causes which it considers beneficial to the Parish, to promote local activity, and support clubs and organisations and individuals. The Council aims to ensure the award making activity is open, transparent and fair.

ELIGIBILITY FOR APPLYING FOR A GRANT

Local groups, clubs and associations operating within the Parish, or directly benefitting people within the Parish, are eligible to apply.

PROCEDURE FOR APPLYING FOR A GRANT

1. Applications should be made in writing to the Clerk.
2. Grants may be given for recurrent operating costs, or for specific projects.
3. Any requests for Grant Aid must be submitted to the Parish Council, in writing. Applicants seeking grant aid for equipment must show that they have sought more than one quote and have selected the best value quote prior to grant aid being awarded.
4. Applicants must prove the “need” for the grant aid.
5. Ordinarily a **maximum of £200** will be awarded. This may be increased in exceptional circumstances. Evidence of matched funding is encouraged.
6. All applicants will receive an acknowledgement of their application upon receipt. Notification on whether the application has been successful and how much grant will be paid will be **provided immediately after the Council meeting when it was approved.**
7. On receipt of the final invoice, the Grant Aid will be paid.
8. Each grant application will be treated on its own merit.

DONATIONS

Donations will be made towards the costs of local schemes, services and projects which the Parish Council deems worthy of support.

The Council reviews and approves its donations annually when budgets are prepared.