Tanworth in Arden Parish Council Grant Awarding Policy

Date policy adopted: 18/07/2024 Date for review: July 2026

Introduction

Tanworth in Arden Parish Council welcomes grant applications from local organisations to promote an active and valuable community for the well-being of residents. The Parish Council will set a limit of grants available via its Annual Budget. The funds available are to assist groups who must demonstrate that they are working for the benefit of the parish community in an inclusive manner. Grants will be distributed by the Council in a fair and equitable manner to reflect the value and contribution of the organisation to the local community.

This policy outlines Tanworth in Arden Parish Council's guidelines for awarding grants. It also formalises the application process to ensure access, openness and fairness to groups and organisations we aim to support and ensures that the grant awarding activity is fair and transparent.

Who can apply

Grants are only made to organisations located within or operating within the Tanworth-in-Arden Parish Council boundary and for use within the Parish,

Purpose of Grants

Applicants must be able to demonstrate that any funding from the Parish Council will provide a direct benefit to the Parish, or the residents of the Parish.

Grants are for items of capital not revenue expenditure. This could include equipment, activities or events that benefit the members of the parish-based group not running costs.

The grant must only be used for the purpose stated in the application.

Applications will not be considered for 'upward funders' (local groups where fund-raising is sent to a central HQ.

Section 137 of the Local Government Act 1972 allows the Council to make such grants to voluntary bodies and charities, where no specific power exists in other legislation and where, in the Council's opinion, the grant will benefit the area, or the residents of the Parish.

The Parish Council will not fund activities that it considers to be the responsibility of a Statutory Authority.

Applying for Grant

Applicants must complete the Grant Application form provided by Tanworth in Arden Parish Council.

The amount of the Parish Council grant will be up to a maximum of 50% of the total cost.

The Parish Council has limited budgeted funds available in any one year for grants and may not be able to provide the amount requested.

Full details of the project, (including building plans where appropriate), together with cost estimates or tenders must accompany the application and where appropriate please supply schedule of anticipated works.

The organisation's latest set of accounts and any relevant reports must be submitted with the application.

The grant will only be paid out to the organisation, not to named individuals.

All applications received will be presented to Full Council at the next appropriate meeting for approval.

Conditions of Grants

The Parish Council's Clerk or Responsible Financial Officer will liaise with the organisation's Treasurer to make sure the conditions are satisfied.

Acceptance of the Parish Council's offer of grant must be signed by two officers of the organisation who will give their position within the organisation and home address. These signatures will confirm that the grant has been used only for the purpose specified on the application form.

Additional applications within a 12 month period will not normally be considered.

If the group is unable to use the award for the stated purpose, all monies must be returned to the Parish Council

On completion of a project a Grant Acceptance form should be completed and returned to the Clerk.

Failure to comply with any conditions attached may result in the grant being repaid or affect future grant assistance.

If you would like any information or advice regarding a grant application please contact **office@tanworth-pc.org.uk** and a member of the team will get in touch with you.