

ICKLESHAM PARISH COUNCIL

GRANT AWARDS POLICY

(ADOPTED 11TH JULY 2022/6(e))

Purpose

This Policy sets out the Council's rules on how grants should be awarded.

General procedure

IPC values the work of local voluntary groups and organisations and considers it has a duty to support their work. Our annual budget will always include an amount that can be used to award to local groups, but applicants must be able to demonstrate a clear need for this financial support.

Applications will be considered at full council meetings in March or September

Grants will not be awarded to commercial organisations, political parties, or groups whose funds are redistributed by a central headquarters. Grants and donations will only be awarded to organisations that have a proper Constitution and a bank account in the organisation's name.

GRANTS AND DONATIONS

Donations - these are a sum of money given to an organisation that will benefit IPC residents and these are normally given for an event, e.g., the Children's Christmas Party organised by the Village Hall Committee.

Grants - a grant comes with an agreement between the Parish Council and the organisation that the money given must be used in a particular way and appropriate performance is expected, e.g., churchyard maintenance.

CONDITIONS OF FUNDING

1. Applicants will be required to complete a form found on our website, or can be requested from the Clerk and this needs to be fully and accurately completed. Applicants do not necessarily have to be based within the IPC area must be able to demonstrate how their project will be of benefit to IPC residents.
2. In addition to the application form, organisations are required to provide the following supporting information
 - Their latest set of audited accounts unless operating less than one year when their first year projected budget would be accepted.
 - A copy of their Constitution (first time applicants only unless the Constitution has been amended).
3. An organisation must have a bank account in its own name, with two authorised representatives required to sign each cheque.
4. The administration of and accounting for any grant shall be the responsibility of the recipient. All awards must be properly accounted for, and evidence of expenditure must be supplied to the Council if requested.

5. Any grant must only be used for the purpose for which it was awarded, unless the written approval of the Council has been obtained for a change in use of the grant monies.
6. The Council may make the award of any grant as it considers appropriate in the event of any unforeseen urgent event.
7. Organisations must provide a report of how the money has been spent. Any unspent money must be returned to IPC by the end of the financial year.
8. Grants cannot be made retrospectively.
9. All works are to be completed within 6 months of the grant award. Any extension to this period will be at the discretion of IPC.

ADOPTED: 11TH JULY 2022

Dated: 12th July 2022

SIGNED: Cllr Mrs. J Stanford

Chair of meeting