**BONINGALE PARISH COUNCIL**

Grant Application Policy

**Introduction**

A grant is any payment 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.

**Section 137**

Boningale Parish Council will use the Section 137 finance framework which enables local councils to spend a limited amount for which they have no other statutory duty. The amount they can spend is limited by the number of persons on the Electoral Register. Boningale Parish Council is committed to give financial support to local initiatives but has a responsibility to distribute grants in a fair and equitable manner to reflect the value of the organisations, services, or activities to the residents of Boningale.

To this end, the Council will consider only donating money to organisations, services or activities that can demonstrate the money will make a real difference to the services that they offer to the Parish.

**Budgeting within the Council’s Precept**

The Council will allocate funds when setting its annual precept. While regular requests may often be anticipated the council will allow for unexpected requests by reserving funds for unanticipated grant requests.

**Policy**

Any and all grant requests are to be made to the Parish Clerk and will be considered by the council at its quarterly Full Council meetings. Each request will be considered individually and on its merits.

The Council will award grants to organisations that can demonstrate a clear need for financial support to the benefit of the Parish by;

* providing a service;
* enhancing the quality of life;
* improving recreation and /or sports;
* improving the environment;
* promoting the parish in a positive way.

The policy and procedures are based on the principles of fairness, responsiveness to local need, generosity and accountability.

**Exemptions**

The Parish Council will not award grants to:

* private individuals;
* commercial organisations;
* purposes for which there is a statutory duty upon other local or central government departments to fund or provide;
* local groups where fundraising is sent to a central headquarters for redistribution;
* political parties;
* religious organisations, unless for a purpose that does not discriminate on grounds of belief.

This list is not exclusive and may be added to at the Council’s discretion.

**Further questions that may be considered**

* Will the grant bring a direct benefit to all or part of the Parish or to all or some residents?
* Can it be demonstrated how the grant will be used?
* Is the benefit commensurate with the expenditure?
* What other funding is available which might achieve the resulting benefit?
* Should the request be funded by another statutory body/authority?
* Is there evidence (usually the last audited accounts) of the financial need for a grant?
* Will the grant be used for the purpose specified and if not used for that purpose, does the applicant understand that it must be returned to Boningale Parish Council?
* Does the Council have the precept funds to award the grant?
* Does the overall grant funding remain within statutory limits?
* Has a grant to the applicant already been awarded in this 12 month period?

**Additional information**

Only one application for a grant will be considered from any organisation in any one financial year.

Ongoing commitments to award grants in future years will not be made. A fresh application will be required each year.

Grants will not be made retrospectively.

The Parish Council will not fund 100% of costs; match funding is usually required but the Council reserves the right to award a higher ratio of the project cost should it resolve to do so.

Grant applications should be submitted on a Grant Application form, accompanied by a copy of the latest set of accounts, but at the Council’s discretion other applications may be considered if sufficient information is provided.

**Return of Funding**

If the grant is not spent within 12 months from the date awarded the Council reserves the right to ask for repayment. In addition, the Parish Council reserves the right to reclaim the grant in full if:

* the contract is breached, and monies are not being used for the purpose specified on the application;
* if the organisation has submitted any dishonest or misleading information on the grant application;
* if the organisation ceases to exist, becomes insolvent or goes into administration.

**Publicity**

Organisations receiving grant funding from the Parish Council are asked to include mention of the financial support in any publicity associated with their project or event.

**Outcomes**

All those making grant requests will be subsequently advised of the Council’s decision by the Parish Clerk.

September 2023