

# ALVECHURCH PARISH COUNCIL

## Policy for Community Support Scheme Grants

### 1. Introduction:

- a) Alvechurch Parish Council wishes to encourage initiatives that benefit the community. The Council will award grants, at its discretion to organisations, which can demonstrate a clear need for financial support to achieve an objective that supports that aim. Ongoing commitments to award grants in future years will not be made. A fresh application will be required each year. Only one application for a grant will be considered from any organisation in any one financial year.
- b) 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”.

### 2. Timescales:

- a) Applications must be received by 1<sup>st</sup> November in the year preceding the funding requirement.
- b) All applications will be assessed at the first Finance meeting after 1<sup>st</sup> November.
- c) Recommendations will be approved (or otherwise) at the following full Council meeting.
- d) The Council may choose to award all, some or none of the available budget and/or withhold a proportion for 'special cases'.

### 3. To qualify for a grant the application should meet several of the following criteria:

- a) Be of direct benefit to the Parish or the residents of the Parish and be for a specific purpose.
- b) Be from a Parish based organisation or Parish resident.
- c) Be delivered within the geographic boundaries of Alvechurch Parish Council.
- d) Demonstrate a clear community need for the project.
- e) Other sources of funding have also been investigated.

### 4. Where the request is for a grant of over £100 the application must provide:

- a) Estimated costs of the project or activity for which the grant is required.
- b) An explanation as to how the grant is to be spent.
- c) An explanation as to which groups of Alvechurch residents would benefit from the application and how those groups would benefit.
- d) Where appropriate submit latest approved accounts.

# ALVECHURCH PARISH COUNCIL

## Grant Request Form for ..... (state year)

To: **Parish Clerk,  
Alvechurch Parish Council, Ground Floor, 1A George Road, Alvechurch, B48 7PB**

Organisation: ..... Date: .....

We would wish the Parish Council to consider our request for a grant.

Reason for/use of grant:

Amount of grant:

Amount to be met from own/other resources:

Groups of residents that will benefit from grant and how they will benefit:

Responsible person in relation to this request:

Contact address, telephone number and email:

### **Grants over £100**

Under the Accounts and Audit Regulations 2003, the Parish Council requests a copy of the applicant's latest set of accounts if appropriate. Failure to supply the requested information may lead to refusal of any future requests.

**To be returned by 1<sup>st</sup> November 2018 at the latest to enable consideration for next year's budget**

Received by Parish Clerk	Date:
Power:	
Decision of the Council:	Date/Min No.: