

HAMBLEDON PARISH COUNCIL

GRANT POLICY

1. Introduction

A grant is any payment made by Hambledon Parish Council to be used by 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 Council. Hambledon Parish Council awards grants, at its discretion, to Parish organisations which can demonstrate a clear need for financial support to benefit the Parish by:

- Providing a service
- Enhancing the quality of life
- Improving the environment
- Promoting Hambledon Parish in a positive way

2. Who can apply?

2.1 Local community groups, voluntary organisations and charities. The group must be based within the boundary of Hambledon Parish Council or near vicinity.

2.2 The organisation must be for the benefit of the community and would normally need to be either non-profit or charitable.

2.3 Grants will not be made to individuals.

3. The process

3.1 The Clerk to the council will receive any application.

3.2 The Council will then consider the application at the next full Council meeting.

3.3 A representative from the group should attend the Parish Council meeting at which the application will be considered, to respond to any questions or to clarify points raised.

3.4 Councillors will decide, by means of a vote, whether to award a grant and the amount of any grant.

3.5 Grant applications can be made at any time. Potential applicants are encouraged to contact the Clerk at an early stage to discuss their proposals.

3.6 There is no formal application form to complete but applications should cover the points below. These points will be used by the Council when deciding whether to award a grant.

Applications should include:

- the amount of grant requested;
- details of the project or activity for which funding is requested;
- demonstration that the grant will be of benefit to Hambledon Parish or residents of Hambledon Parish;
- the proportion or approximate number of beneficiaries living in the electoral area;
- demonstration of a clear need for the funding;

4. Grant conditions

4.1 Grants will not be made retrospectively.

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

4.3 The Council may make the award of any grant or subsidy subject to such additional conditions and requirements as it considers appropriate. The Council reserves the right to refuse any grant application which it considers to be inappropriate or against the objectives of the Council.

4.4 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, and that any unspent portion of the grant must be returned to the Council by the end of the financial year in which it was awarded.

4.5 The Council may make the award of any grant or subsidy as it considers appropriate in the event of any unforeseen urgent event.