

# Appleton Parish Council

## Policy for the awarding of grants

Set out below are the aims and conditions of grant aid to local organisations by Appleton Parish Council

<b>Who can apply?</b>	Voluntary and community groups and organisations within the parish of Appleton and/or benefit residents of Appleton.
<b>What can it be used for?</b>	<ul style="list-style-type: none"><li>• To benefit the Parish as a whole or a significant number of residents.</li><li>• To enable local people to participate in voluntary groups and activities</li><li>• To help voluntary and community groups benefit community life.</li><li>• To ensure the provision of services, needed by the Appleton residents, via the voluntary sector</li><li>• To support organisations which meet the needs of people experiencing social and economic difficulties.</li><li>• To ensure that there is equality of access for all residents to the services the applicant provides.</li><li>• To improve or enhance the local environment.</li></ul>
<b>What/who is excluded from applying to the grant scheme?</b>	<ul style="list-style-type: none"><li>• Organisations that do not provide a service to the community of Appleton.</li><li>• General national appeals or charities</li><li>• Statutory organisations</li><li>• Political groups or activities promoting political beliefs</li><li>• Religious groups or the promotion of religious beliefs unless for the purposes of maintaining buildings or items which are part of the local heritage.</li><li>• Arts &amp; sports projects with no community or charitable element.</li><li>• Retrospective applications</li></ul>

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<p><b>How often can the same organisation apply?</b></p>	<ul style="list-style-type: none"> <li>• Not more than once for the same project or activity in the same year</li> </ul>
<p><b>General principles</b></p>	<ul style="list-style-type: none"> <li>• Assistance will be given on the basis of need, merit, contribution to the local community and availability of funds</li> <li>• Applicants must clearly show how any assistance given will benefit the people or the environment in the parish.</li> <li>• There can be no presumption that funding will continue on a year to year basis, nor that making an application means any grant will be made.</li> </ul>
<p><b>General points</b></p>	<ul style="list-style-type: none"> <li>• Upon completion of the project the Council requires a written statement of how the grant was used.</li> <li>• Applications demonstrating support from other organisations will be more likely to succeed</li> <li>• Where applicable the Council should be given credit for supporting the project.</li> <li>• Payments can only be made to organisations or partnerships not to individuals</li> <li>• The Council requires a copy of the current year's account for the organisation applying for a grant and in addition to this may require supplementary information to support the application.</li> <li>• Unspent monies must be returned to the Council</li> </ul>
<p><b>Process</b></p>	<ul style="list-style-type: none"> <li>• All applications must be made either on the Grant Application Form or by other means providing the same information</li> <li>• All applications will be considered by the Parish Council at the next Parish Council meeting following the application for the grant.</li> </ul>

# Appleton Parish Council

## Grants Application Form

<b>Project title:</b>			
<b>Organisation's Name:</b>			
<b>Applicant's Name:</b>			
Address:			
Telephone	Mobile	e-mail	
<b>Estimated cost of project:</b>			
Description	Materials	Labour	Total
Sub-total			
VAT (if applicable)			
<b>TOTAL</b>			<b>£</b>

Details of contributions from other organisations?	<b>£</b>
Total amount of grant applied for	<b>£</b>

**Project Description:**

*Please set out what your project aims and objectives are as clearly as possible – you may continue on a separate sheet if necessary*

*Please also provide an up to date copy of your accounts and a recent bank statement.*

Signed on behalf of the applying organisation:	
Dated:	Position:

***When you have read the attached policy and completed the Application Form please return it to the Clerk to the Council, Appleton Parish Council, Appleton Parish Hall, Dudlow Green Road, Appleton WA4 5EQ***