

Slaley Parish Council
Grants Policy and Guide for Applicants

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Purpose

The purpose of this Grants Policy is to provide potential applicants with the relevant information to apply for a grant from Slaley Parish Council (the 'Council').

Detailed below is information on how to do this, the timetable and the parameters by which the Council would assess any applications.

Slaley Parish is an active community and groups, individuals and organisations in the parish are often wanting to embark on projects and initiatives. The Council are keen to support ideas and would like to encourage individuals or groups to come forward for grants within the scope of its objectives.

Please talk to one of the Councillors if you would like help or guidance with this process. Information, electronic forms and some FAQs are available on the website: slaley.org.uk/grants together with our contact details.

Slaley Parish Council Grants

Council Objectives

These can be found on the Council's website: Slaley.org.uk.

In summary, the Objectives of Slaley Parish Council are to:-

- promote and represent the best interests of the parish for the betterment of the local community. We will achieve this by focussing on quality of life, healthy living, and the economic and commercial vitality of the parish.
- adopt Northumberland County Council's green agenda to become Carbon Neutral by 2030.
- allocate the precept resources to the benefit of the people of the Parish and provide high standard cost-effective services to fulfil our obligations.
- progress the Neighbourhood Plan to completion by end of 2024.

Grant Amounts

Typically, grants will be in the region of £50 - £300. For applications of a higher amount please speak to the Council before applying. No one individual grant will exceed £700.

Timescales

Grants are formally approved and allocated twice a year (referenced as rounds 1 and 2).

Item	Round 1 Dates	Round 2 Dates
Discussion/consultation	August/September	February/March
Application deadline	1 st October	1 st April
Grantees notified	1 st December	1 st June
Funding Awarded	1 st February	1 st August

Please note that the deadlines are at noon, local time.

Where to send the Application

To ensure your application is considered, please note the timetable above and ensure your application and supporting documentation is sent to the Council email account: SlaleyPC@gmail.com in good time for the deadlines. **Incomplete or late applications, and those where the required supporting documentation is not provided will not be considered.**

Requirements

- Grants are available to individuals and organisations.
- Individuals must be resident in the parish.

- Recipients of grants must be:
 - non-profit making and
 - must be able to show that they benefit (although this does not have to be exclusively) persons living in Slaley Parish.
- Grants may be approved subject to such conditions as the Council sees fit (e.g., matched funding requirements).
- Membership of applicant organisations must be open to all residents of Slaley Parish although some restrictions may be considered (e.g., restrictions based upon age) where full details will be required.
- Grants to churches can be made but not to promote religious activities or for purposes which would only benefit church members and other religious organisations.
- Grants cannot be made where another authority/central government has a statutory obligation to supply funding.
- All grant recipients will be required to provide feedback to the community and complete a report detailing the outcome of the grant within 12 months of receipt. Typically, we would like them to attend the next following Annual Parish Meeting and show the use to which the grant moneys have been used and be prepared to answer questions from Councillors and the general public as regards their activities.

Important

- All grants come from the Parish Precept which is part of the Council Tax and applicants need to be aware that Council has a limited amount available each year to provide grants.
- All grants are at the discretion of Council, and it should not be assumed that by submitting the application and supporting documentation that a grant will be made. It may also be the case that the Council will only approve part of the requested amount and/or subject to conditions.
- Applications can be made for general funds, a specific project or as part funding of a specific project. If awarded, the grant should be used for the purpose(s) specified.
- All applications must be submitted using the Parish Council's application form.
- For organisations, the latest statement of accounts must be included before an application will be considered together with any other documentation specified in the application form.
- Information to support your application should be included – e.g., quotes for equipment or plans for any building/construction work.
- Failure to provide full financial and all other required information will normally result in no grant being made. The Council will only consider the information submitted at the time of the application and not revert to the applicant for further information. It is therefore in the interests of any applicant to ensure their application contains the fullest possible information.
- Proof of the bank account where the grant is to be paid, must be included for both group and individual applications. This could be a recent bank statement.