

KEGWORTH PARISH COUNCIL

Grant Awarding Policy

Kegworth Parish Council (KPC) aims to improve the range of local services and activities and will use grant funding to have a positive effect on the community of Kegworth.

We welcome grant applications that will promote a vibrant and active local community. As a Parish Council we recognise and support the valuable contribution made by many volunteer groups and organisations in the fields of sport, art, culture, services for young people, elderly people and people with disabilities and the many others who contribute to the wellbeing of our community.

Policy criteria

When considering an application, we will consider the following:

- How well the grant meets the needs of the community in providing a facility or service that will be of direct benefit to local residents;
- How well the grant supports our published priorities;
- Whether the organisation/project is properly constituted, structured and administered in relation to its financial management controls;
- Whether the costs are appropriate and realistic;
- Whether the organisation could have obtained sufficient funding from a more appropriate source.

Policy terms

1. All applications must be on the correct application form and be accompanied by the required documentation.
2. Grants will only be awarded to voluntary groups and societies, clubs, not-for profit organisations, and charities where the benefit will be for Kegworth and its residents.
3. Grants will not be given to individuals.
4. The benefit to the area or its residents must be commensurate with the expenditure.

5. Groups from outside the Parish, who can demonstrate direct benefit to the area, can apply.
6. We will take into account any previous grant/s made to an organisation or group when considering a new application.
7. No grant will be awarded to or for any commercial venture and/or for private gain.

Procedure

To apply you need to complete an application form. Forms are available from by emailing: clerk@kegworthparishcouncil.co.uk or by downloading from the KPC website.

Please ensure your application satisfies the following:

1. Applications must be submitted to KPC no later than 30th November.
2. A copy of the relevant Constitution or a set of governing rules should be included with the application.

In the event you are awarded a grant, the following conditions will apply:

- Successful applicants must provide a report, and where applicable receipts, indicating how the grant award has been spent within three months of completion of the project, or within 12 months of the grant being approved, whichever is the sooner.
- Where available, the successful applicant/s should provide photographs of the completed project or event for publication on our website and in our newsletter and annual report.
- If the money is not used for the purpose for which it was granted, it must be returned to KPC at the end of the Parish Council's financial year, i.e. 31st March of the following year.
- If the grant was given for a capital project which has overrun, then the Parish Clerk should be informed so that the Parish Council's agreement can be obtained for the grant to be retained past the 31st March of the following year.

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