



# Kingsbury Parish Council Community Grants Fund

The Parish Council's Community Grant Scheme is intended to provide some financial support to help community organisations within the parish that work for the benefit of the residents. The Parish Council must be satisfied that the funding is of commensurate benefit to the residents of the parish.

Grants can be made to existing as well as newly formed organisations, but it is not possible to consider providing grants to national organisations not having a locally based group, nor to individuals. Organisations must be properly constituted, voluntary run, non-profit and be able to demonstrate that their activity benefits residents in the parish. Any grant can only be paid into an organisations bank account, not a personal account. Claimants can only apply once in a twelve month period.

Each application needs to specify what the grant will be used for and each will be considered on its own merits, and as the budget is limited, grants will not necessarily be available on an annual basis. Applications are discussed and awarded at a Parish Council meeting as soon as practical after receipt of documentation. The decision of the Parish Council is final.

An application form with full details of the supporting documentation required can be found on our website [www.kingsburyparishcouncil.co.uk](http://www.kingsburyparishcouncil.co.uk) or by contacting the Clerk on Tel: 01827 265940 or e-mail: [suekpc1@tiscali.co.uk](mailto:suekpc1@tiscali.co.uk)

Any application information will be treated confidentially and in line with our Privacy Statement which can be found on our website.

To apply please complete the grant application form and provide a copy of the organisation's governing document, a copy of audited accounts/budget for the relevant financial year and any other documents that you feel relevant to your application.

#### **What the parish council will not fund:**

- Any activities that the law prevents the Parish Council from providing or funding.
- Retrospective applications where the activity or project has already been carried out.
- Religious or political activities unless unrestricted community benefit can be demonstrated.
- Applications for the benefit of an individual.
- More than one application in a twelve month period from the same organisation.
- Loan repayments.
- Any group whose aims the Council considers to be within a business or profit making remit.

#### **An application is considered on the following basis:**

- How the grant will meet the needs of the parish.
- How effectively your group plans to use the grant.
- Whether the costs are appropriate and realistic.
- The group's governance procedures.
- Availability of Parish Council funds.

#### **Terms and conditions**

- Grants to successful applicants will be placed on a public agenda and if awarded a cheque will be given. NB no personal data will be disclosed.
- The final decision for assessment lies with the Parish Council.
- Recognition of the grant must be made on any publicity and a copy forwarded to the Parish Council.
- At the conclusion of the project for which the grant is made, or within 12 months of the grant being awarded, successful applicants are asked to provide details of how the money was used and photographs where appropriate.
- If the recipient is unable to spend the grant on the agreed purpose then the recipient organisation may be required to repay the grant to the Parish Council.