

## Marcham Parish Council

# Grants Policy

Marcham Parish Council sets aside a sum of money each year to award, by way of grant, to local organisations where there is direct benefit to some or all of the inhabitants, as defined within s. 137 Local Government Act ( as amended), and other legislation. Contributions may also be made to charities and bodies providing a public service on a non-profit making basis, but only in furtherance of their work in the United Kingdom.

Applications can be submitted at any time in the year, but will usually be considered once a year in November. All applications therefore need to be submitted by 15th October each year in order to be placed on the agenda.

The Parish Council operates the following criteria:

1. All applications should be on the Council's application form.
2. Only one application for a grant, from any organisation, in each financial year (1st April 31st March), can be submitted, except in exceptional circumstances.
3. The organisation applying, must be non-profit making, and be of direct benefit to some or all of the inhabitants of Marcham.
4. A set of audited accounts or appropriate financial records must be submitted in support of the application.
5. Full details of why the grant is being sought must be submitted with the application.
6. Grants are not given retrospectively
7. Should a grant be awarded, then evidence or a report on how the funding was spent should be submitted to the Council within 6 months of the spending taking place.
8. Monitoring by the Council may take place.
9. Any unspent sums awarded should be repaid to the Council within 18 months of the grant award.
10. The Council cannot support individuals, political groups promoting political beliefs, or religious groups to promote religious beliefs.
11. Payment of any grant will be by way of cheque to the organisation.
12. Non-compliance with any grant condition may result in the Council asking for the grant to be partially or fully repaid. Any future grant application may be affected.