

COMMUNITY FUNDING POLICY

Policy Owner : Shoscombe Parish Council

Approved by : Shoscombe Parish Council – 11th March 2021

Next review date : March 2022

Policy Statement : This policy will aim to review grant applications from residents requesting funding towards activities benefiting the community, the local environment, or sustainability.

1. Scope

The policy covers the allocation of funding that can be awarded to community groups, or individuals upon application to Shoscombe Parish Council.

The policy deals with the application from the Applicant, the processing of the application and the decision on the said application.

2. Responsibilities

Shoscombe Parish Council ensures that the policy delivers transparency by way of approving funding.

Shoscombe Parish Council is responsible for implementing the procedures and ensuring that the purpose and detail of the procedures are delivered.

3. Principles

The objective is to deal with each application in the same manner, ensuring that the application seeks to benefit the community, or its environment, or local sustainability.

Each application will be considered on its merits; funding will not be on a fixed sum basis but will be at the discretion of Shoscombe Parish Council in line with its powers, duties and responsibilities.

4. Application

Applicants can approach Shoscombe Parish Council by contacting the Clerk to register their interest in applying for funding.

Applicants will be invited to attend a Parish Council Meeting to make representation. Prior to the meeting the applicant/s will forward a Supporting Statement to the Clerk which includes the following :

- a) the name of the project, or activity, or group, and its main aims;
- b) how the community, or particular members of the community, or the natural environment, or local sustainability, will benefit from this work;
- c) how a grant will support the work;

- d) the sum requested by the Applicant and how this figure has been arrived at;
- e) the period of time over which the grant will be spent;
- f) the name of the person to whom a grant cheque will be paid.

5. Decision

After the Applicant/s have made representation, the Council will consider the application and make its decision by majority vote; the first vote on whether a grant is to be awarded, and if 'yes', a second vote on the sum to be awarded.

Applicants will be informed of the Council's decision and if the application is successful, the Clerk will forward a cheque to the recipient named in the Supporting Statement.

6. After a Grant is awarded

Applicants will be asked to keep receipts to show that the grant is spent in accordance with the information given in the Supporting Statement.

The Council may periodically ask Applicants for an update to ensure that the project is progressing towards its aims and within the period of time given in the Supporting Statement.

DP/CK

11th March 2021