



## Oulton Broad Parish Council

### Grant Awarding Policy

Oulton Broad Parish Council has statutory powers to make funds available to local organisations for the overall benefit of Oulton Broad and its residents.

This document outlines Oulton Broad Parish Council's guidelines for awarding. It also formalises the application process to ensure access, openness and fairness to the groups and organisations we aim to support. We will ensure that our grant awarding activity is fair and transparent.

#### **General information for applicants:**

It is Oulton Broad Parish Council's intention (subject to budget restrictions and available resources) to support initiatives from local community groups and organisations. Priority will be given to applicants who have not previously received grants from Oulton Broad Parish Council. The size of any grant awarded is at the discretion of the Parish Council but is unlikely to exceed £500 in any one application within this grants programme. However, the Parish Council reserves the right to amend the ceiling limit on separate cases.

Notwithstanding anything stated within this policy, Oulton Broad Parish Council reserves the right to make its policy decisions about grants and will not enter into communication in this respect. The Council reserves the right to request further information in advance of decisions and to apply conditions to any grants made. The Council will not make any grants where, prior to or following a decision to make a grant, it is determined that any such payment would be ultra vires.

The Council welcomes applications made with business cases and where due effort has been made to sustain the relevant activity and where match or contributory funding is made from the organisation or other sources. Where grants have been previously obtained for the same or linked activity, the Council will request justification for the additional request being made.

#### **Who is eligible to apply:**

The following may apply to Oulton Broad Parish Council:

- a. An Oulton Broad based charity
- b. A properly constituted organisation serving the needs of the residents of Oulton Broad
- c. Resident(s) of Oulton Broad requesting grant aid with a project/event, which will be for the benefit of the local community
- d. An Oulton Broad based club/association/charity serving a specific section of the community or the community as a whole
- e. A local branch of a regional or national organisation/group which serves the needs of the residents of Oulton Broad.

Please note that where individuals or constituted bodies apply to the Council, or in any case where the Council believes it appropriate to apply this restriction, the Council might hold the funds for reimbursement on proof of the relevant expenditure.

## **Who is not eligible to apply:**

We will normally reject applications from:

- a. Projects which are the statutory responsibility of other statutory bodies who would normally be funded by a local or regional authority
- b. Projects which improve or benefit privately owned land or property
- c. Support for individuals or private business projects
- d. Applications by “for profit” commercial organisations
- e. From regional and national organisations unless it can be clearly demonstrated that the grant would be used specifically for the residents served by Oulton Broad Parish Council
- f. Religious institutions
- g. Organisations with political affiliations or those established for the purpose of forwarding a party-political agenda

## **What can be funded:**

Projects that will be considered include those that:

- a. Make the local community a better place to live, work and play
- b. Provide a long lasting and sustainable benefit to our local area
- c. Improve the social, environmental or economic profile of Oulton Broad.

Priority will be given to those applications which add value (as opposed to cover ongoing running costs).

## **The following are unlikely to be considered a grant priority:**

Projects which appear unrealistic, where there is a large shortfall in the funding required to complete the project and projects that simply replace existing facilities with no significant improvement (and where there is little evidence of an effort to ensure and plan for replacement).

## **Conditions of grant:**

Conditions can be applied as stated in this section or elsewhere within this policy.

Oulton Broad Parish Council support must be acknowledged as appropriate on all publicity and promotional material including posters, advertisements, press releases and leaflets.

Financial support can be only be used for the purpose for which the grant is given. Grants must not be distributed to any other organisation.

Recipients will be expected to advise the Council and evidence related expenditure and reimburse the Council where expenditure has not taken place or has deviated, without Council agreement, from the stated purpose of the grant.

## **Considerations in reaching decisions will include the following criteria, as appropriate:**

- General eligibility
- Impact on key local need
- Community support
- Value for money
- Environmental impact
- Community involvement
- Feasibility
- Likely effectiveness.

**Applications:**

An application form can be obtained from the Clerk to the Council. Any applications should be made to the Clerk who will advise on this policy and the timing for any applications to be considered which will be in accordance with any budget timing and decisions made by the Council annually.