

South Walsham Parish Council

Grant and Donations Awarding Policy – April 2023

The Parish Council welcomes applications from organisations with a local connection to South Walsham or who are directly involved in helping residents of the village.

Except in the case of donations, any application for a grant from the Parish Council should be submitted on the attached form and sent to Miss Aileen Beck, the Parish Clerk using the details at the bottom of this form.

Your application will be acknowledged and scheduled for consideration at the next full Parish Council meeting.

Expenditure should be targeted at improving or maintaining the quality of life for the majority of residents of South Walsham Parish, or at least a significant demographic of the residents – such as young people or the elderly.

Grants will not be considered for financing the aims of political or religious organisations, nor of individuals.

Except in exceptional circumstances, grants will not usually be considered to provide revenue funding, but should be for the purchase of equipment and/or capital projects.

Checks are to be made to ensure that all expenditure is used for the purpose for which it was agreed. If any variation to the agreed expenditure is required it must be approved by the Council or the funding will be cancelled and the grant repaid.

The Parish Council will only make donations to organisations (charitable or otherwise) if their purpose is to benefit the village and its residents. The Council reserves the right to deviate from this in exceptional circumstances but must detail its justification for doing so in the minutes for the meeting when the decision was made.

Except in the case of donations, full accounts and copies of relevant receipts and invoices will be required within twelve months of the date of the successful grant application.

Adopted by South Walsham Parish Council

Signed: *P Crook* **Chairman**

Date: *03/04/2023*

South Walsham Parish Council

Grant Application Form

Name of organisation:	
Contact name and address including email:	
Is this a registered Charity? If so, please provide its Charity number	
How does your organisation benefit people in South Walsham?	
Amount requested?	
If successful, how would those funds be used? Please provide details of specific items and quotes for their cost (use overleaf if necessary):	
Please confirm whether any fundraising has been undertaken towards the costs of the project described above and whether any other sources of funding have been applied for:	
Applicant's signature:	Date:

South Walsham Parish Council use only:

Date form received:	Next Parish Council meeting:
Decision:	Conditions: