

Grant Award POLICY
Adopted 25th March 2015
Reviewed 13th March 2017

Under Section 137 of the Local Government Act 1972, Hullbridge Parish Council has the power to give grants to organisations for the direct benefit to all or part of it's community. Each year the Secretary of State sets an amount per elector which in total must not be exceeded. For each financial year the Parish Council, mindful of their responsibility in the spending and management of public money, allocate a specific amount of money to be made available as grants to local organisations.

Grants will be awarded to benefit the community of Hullbridge by supporting organisations and projects which help to improve safety, recreation, education, community pride, sports, art & culture or improving the long term wellbeing of residents.

Grant applications are determined by the Finance & Policy and Appointments Committee at their meeting.

The following grant criteria must be followed:

- Grant applications will only be considered if submitted on a Grant Application Form with all supporting financial documentation. A copy of the latest set of approved accounts must be attached.
- Grants will only be considered for:
 - Capital cost of new or improved facilities or equipment
 - Providing a public service
 - Initial funding for new activities
- Applications from schools and religious groups will be considered where a clear benefit to the wider community can be demonstrated and the project is in addition to statutory services.
- Applications from health, education or social services will be considered where there are benefits to the wider community and the project is in addition to statutory services.
- Only one grant may be made in each financial year to each organisation
- If the grant is in excess of £2000 then a report is required from the organisation within 12 months of the grant being awarded of how the money has been spent with supporting evidence attached.
- Grants to county or country wide organisations must demonstrate how Hullbridge residents will benefit.
- Grants will only be awarded for forthcoming or ongoing projects – not retrospectively.
- Organisations seeking funds for buildings must demonstrate a reasonable security of tenure in the relevant property.

Grants will NOT be awarded for:

- Costs of routine maintenance and repair of equipment (unless in exceptional circumstances)
- Salary or routine administration costs
- Individuals (except where an organisation provides help for needy individuals belonging to or using the organisation)
- Hospitality
- commercial enterprises which aim to generate a profit
- projects with party political links
- projects which discriminate on the grounds of age, gender, sexual orientation, race or religion
- services which should be provided by statutory funding
- buildings that are uninsured
- organisations with substantial unallocated resources

Additional grant funding

In the case of grants awarded for projects for which additional grant funding is to be sought to enable the project to proceed, the funds approved will be available to the organisation until the end of the financial year in which they were awarded, unless otherwise determined by the Council when approving the grant. Should the funds continue to be required for the project, a further Grant Renewal Application must be submitted.

Hullbridge Parish Council reserves the right to reclaim the grant in the event of it not being used for the purpose specified on the application form.

Grant application forms may be downloaded from the website or a copy picked up from the Parish Council Office.