



GRANTS POLICY

Background

CMK Town Council (the Council) sets aside a sum of money each year, to be awarded to groups for projects/activities that will be of benefit to the residents of the parish.

The Council can only award grants using certain legal powers. Where no specific power is available, the Council may decide to use its power under Section 137 of the Local Government Act 1972 to award a grant where it feels to do so will benefit some or all of its residents or some or all of the parish.

Funding Budget

- The sum available for a financial year will be determined at the annual budget meeting
- One year's grant budget should not be indicative of grant budgets for future years
- This policy document has been drawn up to demonstrate a fair and transparent process for grant awards
- The level of grant awarded is at the sole discretion of the Council
- The right to refuse any grant application which is not considered to meet the objectives or criteria for the scheme or is inappropriate is at the sole discretion of the Council
- The Council reserves the right to request the return of any grant award if the grant has not been spent within 12 months of receipt

Eligibility for Grant Funding:

Whilst all applications received will be brought forward for consideration by the Council, the following criteria should be noted:-

- The application should be from a resident or group of residents, not-for-profit charity, or voluntary or community organisation.
- The application must demonstrate how the funding will directly benefit parish residents
- The grant would be a 'one-off', without any ongoing liability to the Council
- Retrospective applications will not be considered
- Repeat applications within one financial year (1 April-31 March) will not be considered
- In general, applications for ongoing running costs/professional services will not be considered

Applying for a Grant

- Grants will be considered at the first appropriate monthly full Council meeting



- The application form must be completed in full, with any supporting information provided
- A decision on the application may be deferred by the Council if it is felt that further information/clarification is required
- The Council reserves the right to attach conditions to any grant award
- The Council reserves the right to request the return of the grant if it has not been used for the purpose granted without the prior agreement of the Council
- Applicants will be contacted within 1 week of the decision having been made
- Any refusal of a grant application is not to be taken as a comment by the Council on the worthiness of the cause or work of the organisation

Applications will not be considered from:

- Organisations seeking to build up reserves
- Organisations seeking to support or oppose a political party or stance
- Organisations seeking to discriminate against the protected characteristics within the Equality Act 2010 (age, disability, gender reassignment, marriage & civil partnerships, maternity, race, religion, sex and sexual orientation)
- Regional/national charities unless it can be clearly evidenced that there will be an obvious benefit to the parish
- Commercial concerns

Assessment of Applications

- How well the grant will meet the Town Council's objectives, particularly as they relate to the needs of the community and provide positive benefit to residents
- Whether the costs are realistic and appropriate
- Whether any match funding commitments have been obtained (if required)

Receiving a Grant

- Groups to acknowledge receipt of grant cheque within 14 days of cheque being signed
- A brief report, with photos as appropriate, to be sent to the Council within 1 month of the completion of the event. The Council reserves the right to publish this on its website/ in its quarterly newsletter as appropriate
- Receipt of a grant does not pass any responsibility for the project to the Council, nor does it constitute any formal partnership between the Council and the organisation
- Recipients must acknowledge support from the Council in publicity or advertising they undertake for the grant project