

INTRODUCTION

Crondall Parish Council (CPC) provides grants to support initiatives that promote the health and wellbeing of residents, protect and enhance the local environment, and benefit the parish as a whole.

In accordance with the financial controls governing the use of public funds, grants are available only to voluntary organisations.

Applications may also be considered from organisations based outside the parish, provided they can demonstrate a clear and direct benefit to residents of Crondall Parish.

GRANT POLICY AND ELIGIBILITY CRITERIA

Crondall Parish Council (CPC) aims to support local organisations that provide valuable services to the community and have a demonstrated need for financial assistance.

The following principles and criteria will apply to all grant applications:

- **Annual Budget:** The Parish Council will allocate an annual budget to provide grants to organisations delivering services or activities that benefit residents of Crondall Parish.
- **Budget Limit:** Except in very exceptional circumstances, the total annual grants budget will not exceed 5% of the Council's annual precept.
- **Eligible Organisations:** Applicants must be based within Crondall Parish or demonstrate that their activities provide a significant benefit to residents of the parish.
- **Alternative Funding:** Applicants must demonstrate that the funding required cannot reasonably be obtained from other sources.
- **Frequency of Applications:** Each organisation may have only one grant application considered in any financial year.
- **Individual Applicants:** Grants will not be awarded for the personal benefit of individuals.
- **Ongoing Costs:** Where a grant is awarded for a specific project, the recipient organisation will be responsible for meeting any ongoing revenue costs associated with that project.
- **Monitoring and Accountability:** The Parish Council reserves the right to visit a grant recipient organisation and request relevant information or evidence to verify that the grant has been used for its approved purpose.
- **Council Discretion:** The Parish Council reserves the right, at its sole discretion, to decline to consider or award a grant where an application is deemed inappropriate or does not meet the Council's criteria.

PROCEDURE

The grant application process is intended to be straightforward and accessible, while ensuring that each application receives appropriate consideration and scrutiny.

The following procedure will apply:

- **Application Form:** Applicants must complete a grant application form which is available from the Parish Council's website.
- **Initial Assessment:** The Parish Clerk will undertake an initial assessment of the application and may request additional information or supporting documentation where necessary.

- **Chairman's Review:** The application will then be referred to the Chairman of the Parish Council for review and any comments or guidance.
- **Council Approval:** Where the application is considered satisfactory, it will be submitted to the next available Parish Council meeting for consideration and a decision.
- **Appeals:** There is no formal appeals process for grant application decisions.
- **Record Keeping:** The Parish Clerk will maintain a record of grants awarded and monitor the remaining balance of the annual grants budget.