



Barnham & Eastergate Parish Council

Grant Awarding Policy

Overview

Barnham & Eastergate Parish Council ('The Council') is able to make monetary grants to organisations that work for the benefit of the local community within the Barnham & Eastergate Parish. Any organisation, provided it meets the conditions outlined below, can make one grant application per year by completing the Grant Application Form. The Council regrets that it is not able to make grants to individuals.

Grant information

- All applications are considered annually by the Council's Grant Panel, who make recommendations to Full Council. The Council decision is final.
- If any grant fund money remains following awards, new applications can be considered during the year.
- Organisations may apply for grants in consecutive years.
- We welcome applications from organisations whose services are not provided elsewhere by national or local entities and whose services or functions enhance the physical and mental wellbeing of residents in our Parish.
- Submitting an application does not automatically mean an organisation will receive a grant or that the Council will award the full amount requested. The grant budget is limited and therefore the Council may, to ensure fair allocation of funding, allocate a grant of less than an organisation applied for.
- An organisation must be a registered charity.



Conditions of funding

1. Applications will only be considered from charitable or non-profit organisations that will bring a discernible benefit to people within the Parish.
2. Applications must include details of the benefits the funding will bring to an identified group of people within the Parish.
3. Applications will **not** be considered:
 - From private organisations operated as a business to make a profit or surplus
 - For projects which benefit only one individual
 - For expenditure which has already occurred
4. Applications will usually not be considered from national organisations or local groups, with access to funds from national 'umbrella' or 'parent' organisations, unless funds are not available from their national bodies, or the funds available are inadequate for a specified local project.
5. Applications from education, health or social service establishments will be considered only where the organisation can demonstrate that it is working in partnership with other groups and where there are benefits to the wider community within the Parish that are not offered by other organisations.
6. All applications must demonstrate clearly how a grant will be of benefit to the local community within the Parish.
7. An organisation is required to have a bank account in its own name with two authorised representatives required to sign each cheque.
8. Ongoing commitments to award grants in future years will not be made. Organisations are welcome to submit a fresh application each year.
9. Each application will be assessed on its own merits and will be considered along with other applications, at a meeting of the Parish Council. To ensure a fair distribution of funding, the Council may take into account the amount and frequency of any previous awards.
10. If approved by the Council, the grant will be made electronically directly into the organisations bank account.
11. The Council will expect a short report at the end of the year, detailing how the grant was spent and the benefits received by the community of the Parish.



Grant Application Form

| | |
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| Full name of organisation | |
| Registered charity number | |
| Contact details <i>(name, address, email, telephone number and role in the organisation)</i> | |
| Aims of organisation <i>(Include how the organisation specifically benefits people in the Parish of Barnham & Eastergate – max.250 words)</i> | |
| Reason for grant request <i>(Include details of what the grant would be spent on – max. 250 words)</i> | |
| Amount requested | |

You can also complete the Grant Application Form electronically here:

<https://forms.cloud.microsoft/e/UxWc9jAXNC>



How to apply

Where possible, applications should be made online using the following link:
<https://forms.cloud.microsoft/e/UxWc9jAXNC>

If you wish to apply using a printed copy of the Grant Application Form, please use the above form on the page before this one and email a scanned copy to assistantclerk@barnhamandeastergate-pc.gov.uk

If you wish to post your form, please post to the following address:

Assistant Clerk
Barnham & Eastergate Parish Council
Eastergate Village Hall
Barnham Road
Eastergate
West Sussex
PO20 3RP