



## **Barnham and Eastergate Parish Council**

### **GRANT AWARDING POLICY**

Barnham and Eastergate Parish Council is able to make monetary grants to organisations that work for the benefit of the local community within Barnham and Eastergate Parish. Any organisation can make one grant application per year by completing the attached application form and provided they meet the conditions of funding detailed below. The Council regrets that it is not able to make grants to individuals.

Grants are usually considered annually at the Annual Parish Council meeting in May each year.

If any grant funding money remains new applications can be considered during the year at any future Full Council meetings.

Applying does not mean you will definitely or automatically receive a grant, or you will receive the full amount of the sum you requested. An organisation is not discouraged from applying each year but, if one year there are a number of applications received, or received from organisations which have never or rarely receive a grant and look to be in need of assistance, your application may be turned down. The Council's grant budget is fairly small and therefore there is a limit to the amount of grant that can be awarded to each organisation.

### **BARNHAM AND EASTERGATE PARISH COUNCIL**

Applications should be made by completing the attached application form and sending it to the Clerk of the Council: Alison Crabb either by email: [clerk@barnhamandeastergate-pc.gov.uk](mailto:clerk@barnhamandeastergate-pc.gov.uk) or by post to:

Address:

Barnham and Eastergate Parish Council  
Barnham Community Hall  
Yapton Road  
Barnham  
West Sussex PO22 0AY

## **CONDITIONS OF FUNDING**

1. Applications will be considered from charitable or non-profit making organisations that will bring a benefit to people within the area of the Parish Council.
2. Applications must include brief details of the benefits the funding will bring to a 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 individuals
  - for expenditure which has already occurred
4. Applications will not normally 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 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.
6. All applications must demonstrate clearly how a grant or subsidy 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 or subsidies in future years will not be made. A fresh application will be required 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 as fair a distribution as possible, the Council will take into account the amount and frequency of previous awards.
10. If approved by the Council, the grant will need to be paid electronically direct into an organisation’s bank account.
11. The Council will expect a short report at the end of the year detailing how the grant was spent and what benefits were brought to the community of the Parish.



**BARNHAM AND EASTERGATE PARISH COUNCIL**

**APPLICATION FOR GRANT/DONATION**

<b>NAME OF ORGANISATION</b>	
<b>CONTACT DETAILS</b> Include: name, address, email, telephone number and position in organisation	
<b>AIMS OF ORGANISATION</b> Include how the organisation benefits people in the Parish of Barnham and Eastergate	
<b>Reason for grant request</b> Include detail of what the grant would be spent on	
<b>Amount requested</b>	