



Rockbourne Parish Council Community Grants Policy

This is a policy to guide the award of grants to community groups and local organisations.

Legal context

Rockbourne Parish Council has powers to make grants under the Localism Act 2011 (Sections 1-8) and the Local Government (Miscellaneous Provisions) Act 1976 s19 (3).

The purpose of this policy

Rockbourne Parish Council can make grants to organisations working for the social, economic, and environmental wellbeing of the community in Rockbourne Parish.

This policy sets out the requirements that must be satisfied before grant applications will be considered. *(The application form is at the end of this policy document.)*

1. General

1.1. Rockbourne Parish Council makes grants to organisations working for the benefit of the community in Rockbourne Parish.

1.2. Grants are made from money provided by the council taxpayers of Rockbourne Parish and, accordingly, the Parish Council has a responsibility to satisfy itself that grants will provide benefit to the local community.

2. Who may apply?

2.1. Registered or non-registered charities and community groups operating within the parish of Rockbourne who have the following:

- a) A bank account with at least two unrelated signatories
- b) An independent management group based in Rockbourne Parish
- c) A constitution
- d) Less than 12 months running costs in unrestricted reserves
- e) If relevant to the application, a Child Protection Policy (under 18 years) or Vulnerable People Policy (over 18 years) and procedures

2.2. Social enterprises (including Community Interest Companies) can apply providing they:

- a) have a social purpose and are owned and run by their communities
- b) are limited by guarantee
- c) have at least three unconnected Directors, the majority of whom are not paid
- d) have an asset lock clause that ensures funds and assets are transferred to a body with charitable objects on closure of the CIC

2.3. Newly formed groups may apply for start-up funding, provided they:

- a) A bank account with at least two unrelated signatories
- b) An independent management group based in Wilton
- c) have a social purpose and are run by their communities

3. Who may not apply?

3.1. The Parish Council will not normally award grants to the following organisations and projects:

- a) Groups with more than 12 months running costs in unrestricted reserves
- b) Statutory organisations, including schools, academies, area boards, NHS Trusts, etc.
- c) Projects taking place outside the Parish of Rockbourne
- d) Projects due to start more than 6 months after the grant is awarded
- e) General large fund-raising appeals
- f) Capital projects costing more than £5,000, unless most of the cost is already secured
- g) The advancement of religion
- h) Party political activities.

4. Applying for a grant

4.1. Grant awards will not normally exceed £500.

4.2. Grant applications must be made on the Rockbourne Parish Council official application form - *available at the end of this policy*.

4.3. Applicants must set out how the community in Rockbourne will benefit from the work funded by any grant. *This is particularly important where an application is made by an organisation working regionally or nationally.*

4.4. Applicants must set out any other funding they have been awarded or have applied for.

4.5. Where the Parish Council is being asked to be the sole funder the applicant must explain the reason for this.

4.6. Applicants must make available upon request, a copy of the organisation's most recent accounts and bank statements.

4.7. An organisation that has not previously applied to the Parish Council must submit a copy of its constitution.

5. After the grant has been awarded

5.1. Grant recipients must acknowledge the support of Rockbourne Parish Council in any press releases, promotional materials or advertising that incorporates the Parish Council's logo.

5.2. Grant recipients should submit a report within 6 months of the grant award explaining how the funding has been used and the benefit delivered to the community.

5.3. Grant recipients may be invited to attend a meeting of the Parish Council to talk about the project.



Rockbourne Parish Council

Community Grant Application Form

Please make sure that you have read and understood the Council's Community Grants Policy before completing all sections of this form.

1 APPLICANT	
Name of Organisation	

2. APPLICATION SUBMITTED BY	
Your name	
Your address	
Postcode	
Email	
Phone number	

3. PROJECT

Project Title

Project Summary

(max 200 words)

Project Location

Date

4. PROJECT DETAIL

Tell us about your project including your aims and objectives and who benefit.

(continue on a separate sheet if necessary)

5. PROJECT COSTS

Total cost of your project £

How much do you need from Rockbourne Parish Council? £

How will the Rockbourne Parish Funds be used?

Please list all other sources of income showing amounts raised or applied for?

£

£

£

£

£

How will any shortfalls in finance be met?

6. DECLARATION

By signing this application form, you agree to the following terms and conditions.



I declare that the funding awarded by Rockbourne Parish Council will be applied solely for the purpose described in this application



I agree that any funding that is unused will be returned to Rockbourne Parish Council.



I agree to make available if requested, our latest income and expenditure accounts, bank statements, constitution and such other documents as Rockbourne Parish Council may require to assess this application.



I agree to acknowledge Rockbourne Parish Council in our event publicity and marketing.



I agree that I will submit a detailed report within 6 months of the award explaining how the funding has been used.



I agree, if requested, to attend a meeting of Rockbourne Parish Council to inform councillors about the project.

Signed

Position held

Date

Please complete all sections. Return your application to: rockbourneclerk@outlook.com
