

# **FERRYHILL TOWN COUNCIL**



## **POLICY**

### **GRANTS AND DONATIONS**

## **General**

1. The Town Council will, subject to an annual review of available finances, consider applications for funding from groups and organisations who submit a completed application form in accordance with the Council's procedures.
2. The project for which the grant is required must provide direct benefit to the Ferryhill area or some of its residents. Priority will be given to applications from groups or organisations based in and/or delivering a service to the Ferryhill community.
3. Ferryhill Town Council support must be acknowledged as appropriate in all publicity and promotional material including posters, advertisements, press releases and leaflets.
4. Financial support can only be used for the purpose for which the grant is given.

## **Who can Apply**

5. To be eligible for a grant an organisation must,
  - a) Be established for charitable, benevolent, social, cultural, recreational or philanthropic purposes
  - b) Have a constitution, or set of rules, which define its aims, objectives and operational procedures
  - c) Be able to provide a copy of its latest annual accounts, audited as appropriate, and/or the most recent Bank Statement.
  - d) Have a bank account in the organisation's own name and operated by a minimum of at least two joint signatories.
6. Applications do not have to be from Groups that already exist. Support may be given to new or informal groups of people who have come together to undertake new projects. Priority will be given to those who are doing something which adds value, rather than applications for running costs.
7. Each group may only make one application per financial year.

## **What Can Be Funded**

8. The Council will consider funding for a project that:
  - a) Aims to make the local community a better place in which to live, work and visit.
  - b) Benefits the people who live in the Parish.
  - c) Can demonstrate that local people support the project and are involved in carrying it out.

## **What Is Not Eligible**

9. Although each application will be considered on its merits, the following will generally not be considered eligible for grant support:

- a) Support for individuals, private business projects or national charities.
- b) Projects that are the prime statutory responsibility of other government bodies.
- c) Projects that simply replace existing facilities with no significant improvement.
- d) Projects that improve or benefit privately owned land or property.
- e) Projects that have already been completed or will have been by the time the grant is issued.
- f) Organisations that do not supply any additional detail requested to help with the application consideration within any set timelines.
- g) Where the Council is already providing funding for particular types of activity, it will not consider funding groups or organisations which are primarily duplicating this activity.
- h) **Applications received from organisations with unrestricted reserves of over £15,000 will generally not be approved. However, each application will be considered on its merits.** ~~No grants will be given to any organisation with a bank balance above £15,000 unrestricted reserves~~

## Process

- 10. The Council has two grant schemes – one relates to applications for grants up to £200 and the other grants over £200 with no upper limit.
- 11. Applications for grants up to £200 should be submitted using the simplified version of the application form. Applications for grants over £200 must be accompanied by a fully completed application form, information about your organisation, a copy of your constitution and a recent statement of audited accounts.
- 12. In respect of the large grants scheme, the Council will prefer applications for assistance with capital funding rather than revenue. However, in relation to small grant applications funding for revenue costs may be considered.
- 13. All applications must be completed in the format required by the Council.  
**Applications can not be considered if the required information is not provided with a properly completed application form.** Assistance in completing the application form is available by contacting the Town Hall.
- 14. **In respect of applications under the Large Grants Scheme, the Council will expect to see evidence of consideration of alternative sources of funding and details of funding either secured or promised from other sources.**
- 15. Completed applications must be received by 10 April and 10 October each year for consideration by the Council's Policy and Resources Committee in May and November.
- 16. Only one application from any group or organisation will be considered in each financial year.
- 17. Within six months of the grant being awarded, the Council will require a brief outline of the benefits to the community as a result of the grant being awarded. **How Will Decisions Be Made**

18. Unfortunately, we may not be able to fund all projects, as there may be more applications than there is money available. However, all applications will be considered carefully. They will be assessed based on the following criteria: -

- a) General eligibility
- b) The extent of Community Support
- c) Value for Money
- d) Environmental impact
- e) Community Involvement
- f) Impact on key local need
- g) Feasibility
- h) Likely effectiveness

19. Ferryhill Town Council reserves the right to vary the application of this Policy in circumstances where significant economic benefit to the town is demonstrated