

Salterforth Parish Council

Grant Application: Terms and Conditions

Salterforth Parish Council is empowered under the Local Government Act 1972 to spend some of its money, subject to limits and regulations, on purposes that it considers to be 'in the interests of, and will bring direct benefit to, their area, or any part of it, or all or some of its inhabitants'.

Applications for grants must be submitted on the attached application form and will be considered by the Parish Council.

On receipt of the application form, subject to statutory guidelines, the application will be added to the agenda for the following meeting of the Parish Council,

General criteria – to be applied to all applications:

1. The application must relate to some specific item of capital expenditure or project, and not to any regular item, or maintenance, or other revenue item such as utility or staffing costs.
2. The purpose for which the grant is requested must be in the interests of Salterforth Parish, or any part of it; or all, or some of the inhabitants of Salterforth Parish. The benefit to the area or inhabitants must be commensurate with the expenditure.
3. Groups or organisations within the area of the Parish may apply; those outside the Parish who can demonstrate direct benefit to the Parish, may be eligible to apply for consideration.
4. No financial assistance can be given to individuals under this scheme.
5. No grant will be payable to, or for, any commercial venture or for private gain.
6. Retrospective applications will not be funded i.e. where the expenditure on the project has been carried out or the event has taken place.
7. A copy of the most recent audited accounts and a current bank balance must accompany the application form.
8. Any previous grant made to a group or organisation may be considered when considering a new application.
9. Preference is usually given to projects which can be completed within one year of the funding being awarded.
10. Each application will be considered fairly on its merit and the amount of the grant will be at the discretion of the Parish Council.
11. Recipients must agree to providing a report to Salterforth Parish Council outlining how the grant has been spent; this will be reported to the Annual Meeting.
12. On completion, applicant must provide receipts of the agreed funding items, this to be sent before the end of the financial year, otherwise funding must be returned to Salterforth Parish Council.

Applicants must complete the forms below:

1. Grant Applicants Data Protection Consent Form (so that details provided can be used and retained by the Council.)
2. Grant Application Form

GRANT APPLICANTS DATA PROTECTION CONSENT FORM

Your privacy is important to us but we would like to communicate with you to help us carry out our duties and let you know about our activities. To do this, we need your consent to hold and use your details.

Please fill in your name, address and other contact information and confirm your consent to the box ticked below.

Name

Address

Email Address

Telephone

Signature

Date

You can withdraw or change your consent at any time by contacting the clerk (Mrs Carole Singleton, 6 Becks, Salterforth BB18 5BL 01282 537464)

Please confirm your consent below.

✓ As a representative/official of a local group, we may use your details, as supplied to us, for example as a point of contact for that group

Salterforth Parish Council Grant Application Form

1. Name of Group / Organisation

2. Correspondence Address

E-mail

Telephone

3. What are the main activities of your Group / Organisation?

4. Describe the project for which funding is required (Include : The projected time scale and **who will benefit from the project**)

Note : Please attach any action plans, estimates or supporting information which you may have.

5. How much money are you requesting from Salterforth Parish Council?

please note the maximum that can be given in any year is £500

6. What is the total cost of the project (in words & figures)?

7. If the total cost of the project is more than the grant, how will the rest be financed?

8. I have read the terms and conditions and agree to them

Signed

Position in Group / Organisation

Completed applications must be submitted to the Parish Clerk -
Mrs Carole Singleton, 6 Becksdie, Salterforth BB18 5BL

A copy of the most recent audited accounts and a current bank balance must accompany the application form. Attached YES/NO

Please use a separate sheet to submit any other information which you feel will support this application Attached YES/NO

Salterforth Parish Council Use Only

Date application received Full Council
Grant awarded YES/NO If yes: council minute reference
amount awarded Date paid..... cheque number