



WHITCHURCH TOWN COUNCIL

GRANTS & FUNDING POLICY (20th June 2013)

1. An award of a grant must give direct benefit to all or some of the inhabitants of the Town, and the size of grant should be commensurate with the benefit delivered.
2. The Town Council as a body does not affiliate to any political party and legally cannot provide grant or support to any party political activity.
3. The Town Council does not affiliate to any religious group, however applications will be considered where there is a clear community wide benefit.
4. Request for grant aid will only be considered from the following categories of applicant:
 - A Whitchurch Town based charity or voluntary group
 - An organisation serving the needs of the citizens of Whitchurch
 - Citizens of Whitchurch requesting grant aid with a project/event, which will be for the benefit of a wider group.
 - A Whitchurch based club, association, organisation serving a specific section of the community or the community as a whole.
5. Applications will only be considered when made on a formal application form.
6. Applicants will need to demonstrate how their activities or the particular project for which financial support is being sought, will benefit the residents of Whitchurch Town.
7. The Council will give priority to the projects/organisations which progress on or more of it's corporate objectives.
8. The Council will normally require details of the structure and funding of the organisation, and may request copies of budget/accounts and business plans.
9. The Council will require details of any project which is the subject of the application, including standards to be attained, costs, timescales and how the remainder of the funding will be provided.
10. The Council will not normally fund the whole of a project.
11. Applicants will be required to state the amount of grant sought from the Council.
12. Where projects cross financials years, the Council may "ring fence" an approved amount of grant. It will reserve the right to withdraw approval where a project does not look likely to go ahead within a reasonable time.
13. Payment will not normally be made until a project has been completed. Payments will then only normally be made against a formal receipt or invoice. Stage payments may be approved for larger projects.
14. The Council will usually only consider requests for specific projects, not on-going or core costs. The exceptions to this will be "pump-priming" to help organisations get established or organisations which deliver a substantial part of the Council's priorities. Even in these cases, the ability of the organisation to obtain core funding from other sources will be considered.

15. The Council may, where it appears to be a more cost effective or efficient use of resources, prefer to act in partnership with another organisation, or provide support “in kind”, rather than provide grant assistance.
16. The Council will advertise its Grant and Financial Assistance Scheme widely to ensure an equitable distribution of resources.
17. The Council will require as a condition of grant, the organisations advertise the fact that grant aid has been provided by the Council.