

Overseal Parish Council

Policy for Awarding Grants

Overseal Parish Council (OPC) aims to use Grant Funding to assist in the strengthening of the Overseal community by helping to improve the range of services and activities provided by voluntary groups.

Overseal Parish Council wishes to acknowledge and support the valuable contribution made by many volunteer groups and organisations in sport, arts & culture, services for young people, elderly people, people with disabilities and many other areas.

Applications for Grant assistance will be considered using the following criteria:

- How the grant meets the needs of the community by providing a facility or service bringing benefit to Overseal residents
- How well the grant might support OPC published priorities
- Whether the organisation/project is properly constituted, structured and administered in relation to its financial and management controls.
- Whether costs are appropriate and realistic
- Whether the applicant could obtain sufficient funding from an alternative source.

Policy Terms

1. All Grant applications must be made on a OPC application form and provide the required additional documentation.
2. Grants will only be awarded to voluntary groups and societies, clubs, not-for-profit organisations and charities where benefit will be for Overseal and its residents.
3. Grants will not be awarded to individuals.
4. The benefit to Overseal and its residents must be commensurate with the expenditure.
5. Groups from outside Overseal Parish, who can demonstrate direct benefit to the area, may apply.
6. Previous grants made to any applicant may be taken into account.
7. No grants will be awarded for any commercial venture or for personal gain.

How to Apply

Application forms can be downloaded from the OPC website or by applying by email to clerk@oversealparishcouncil.gov.uk telephone 07572 121882.

Please make sure your application is made no later than 30th November (annually).

All applications **must** be accompanied by a copy of the Constitution or governing rules of the applicant organisation and a copy of the latest audited accounts, or latest 6 months' bank statements.

Successful Applications

The following conditions will apply to all successful applications:

- Successful applicants must provide a report and, where applicable, receipts, showing how the grant has been spent within three months of completion of the project or within 12 months of the grant being approved, whichever is the sooner.
- Where possible, the successful applicant should provide photographs of the project or event for publication on the OPC website and in any OPC newsletters and annual reports etc
- If the grant is not used for the purpose for which it was awarded, it must be repaid to OPC by the end of the Parish Council's financial year, 31st March, following the year of award.
- If a grant is awarded for a capital project which overruns, then agreement must be sought and obtained from the Parish Council for the grant to be retained past the 31st March of the following year.

This policy will be reviewed on a regular basis.

April 2022