



## **STUDLEY PARISH COUNCIL**

### **Grants Fund Policy & Guidance Notes**

The Parish Council aims to involve the community in identifying local needs and will endeavour to facilitate and collaborate with partner organisations in assisting community or voluntary organisations, or even individuals with projects and initiatives that are of benefit to the community.

The Grants Fund has been established using public money and applicants are requested to note that all applications will be considered openly and transparently by the Council's Grants Committee. The amount of funding allocated to successful applications will be published and appear on the Council's website.

Applications will be assessed in accordance with the following criteria:

- To Promote a vibrant, active and sustainable community
- To contribute to the development of facilities in the community
- To benefit other residents in the community (not individuals)
- To be awarded to "not for profit" organisations or voluntary community groups including registered charities

In particular projects will be considered that achieve one or more of the following:

- Address problems of social deprivation, disadvantage etc.
- Degree of community development/public involvement
- Impact on crime and disorder
- Services for youth/the elderly
- Leisure and community activities
- Improve the physical environment
- Equal opportunities
- Partnership working and collaboration
- Support of services for the residents of Studley
- Sustainability

Few applications will meet all the above criteria but those that can demonstrate at least some of them, are likely to receive favourable consideration.

Successful applicants may be expected to provide the Parish Council with an assessment of the project or initiative. This can be in the form of a written statement, or a short verbal presentation to the Grants Committee. A completion report will also be required once the project is completed.

## **GENERAL GUIDANCE NOTES**

- 1) Applications should be made for projects which will be of benefit to the community within the Studley Parish Boundary.
- 2) Applications will not be considered from applicants outside Studley Parish boundary.
- 3) Applications will not be considered for repairs or improvements to the fabric and/or the infrastructure of a building.
- 4) Applications from individuals will be considered providing the applicant can demonstrate that their project or initiative will benefit the wider community or organisation of which they are a member, and not just the individual concerned.
- 5) Applications for one-off projects will usually amount to no more than £500. Exceptional grants above that figure, which will usually require on-going funding, will only be considered if there is a sustainability and future funding plan.
- 6) Where a project or scheme is subject to applications to other funding sources i.e. lottery, other local authority funding, the application must be supported by appropriate details of other potential funding revenue.
- 7) Projects will not be funded if they are eligible for funding through conventional statutory means by a local authority or agency, unless there is evidence that the service is to be cancelled or reduced. The Parish Council will require confirmation of matched funding or an agreement with other agencies to meet on-going costs after the initial contribution from the Parish` Council. Where this is the case, applications should be supported with details of third-party funding.
- 8) Applications will only be considered for 'not for profit' organisations or registered charities
- 9) Applications must be made on the relevant application form.
- 10) Successful applicants will be required to make a full written report to the Parish Council on how the money was spent and what benefits were derived from it.

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### **Where to send your completed application**

Completed application forms and any supplementary documents should be sent to  
The Parish Clerk, Village Hall, High Street, Studley B80 7HJ  
or by email to: [clerk@studleyparishcouncil.org.uk](mailto:clerk@studleyparishcouncil.org.uk)

email or telephone the Clerk on 01527 853204 if you have any questions