CRADLEY & STORRIDGE PARISH COUNCIL

Higher Grants Application

Higher Grant Application

This form should be completed with reference to the Parish Councils Grants Policy.

A Higher Grant application can be made for an award of between £251 to £2,000 maximum.

The level of Council financial support awarded will be decided by the Council evaluating any application against criteria set by the Council, and which may be amended from time to time. In order for the Council to be able to assess applications rationally and objectively, many of which will inevitably be totally dissimilar in content, it is both necessary and helpful for us to assess all applications received against this set range of criteria. The criteria are designed to give a general indication of need but are not exclusive and can be flexibly applied.

The Parish Council's approach to making grants is based on the principle of promoting the development of partnerships which encourage and enable local community groups/organisations to deliver local services and/or projects to the residents of the Parish. In general, the following principles will apply:

1. Any grant will be approved/agreed on the basis of need, merit and contribution to the local community.
2. Applicants must clearly show how any grant approved will benefit the people living in the Parish or will benefit the environment of Cradley and Storridge.
3. Any grant approved may be subject to on-going monitoring and a request for subsequent evaluation of the outcome of the grant to be provided to Council.
4. Applications may be considered with reference to the Cradley and Storridge Neighbourhood Development Plan if appropriate.

The Parish Council's approach has the following aims:

1. To enable local people to participate in voluntary groups and activities.
2. To help the parishes' voluntary groups to improve their effectiveness.
3. To ensure the provision of services, needed by the residents, via the voluntary sector.
4. To support organisations which meet the needs of people experiencing social and economic difficulties.
5. To ensure that there is equality of access and opportunity for all parishioners of Cradley and Storridge to the services it provides and funds.
6. To improve or enhance the local environment of the Parish for the benefit of residents.
7. To provide value for money.

The Parish Council will evaluate applications against the following criteria:

1. Whether the community group/organisation/project/proposal has followed our grants process and would meet our aims and principles if any grant was agreed.
2. The level of suggested benefit to Cradley and Storridge and the impact the grant will make.
3. Evidence of a well-managed group including previous experience and track record.
4. The Financial sustainability and viability of the community group/Organisation and/or project/proposal.
5. Evidence of partnership working.

6. Evidence that funding has been sought from other sources and the level of matched funding that may have been provided/required
7. Evidence of compliance with any previous grant award conditions.

In making an application, it is the applicants' responsibility to provide whatever information they believe will enable them to demonstrate which criteria they will meet or not and the level of benefit their proposal will provide to the Parish.

In making an application for a grant to support your operational costs or a one off grant to support a specific project/proposal, applicants must provide appropriate financial information which must include evidence of any one off project costs and supporting Budget and Expenditure plans for any operational costs support grant. All operational costs applications must be supported by an elemental in year Budget and Expenditure statement for the Organisation, along with the most recent set of audited accounts. If an organisation has reserves it must provide a statement of its reserves, saying how its reserves needs have been calculated and a statement of when it believes it will need to spend its reserves. The Council will not agree any Grants that will only add to an applicant's reserves.

Submitting your Application
Grant applications must be submitted to our Clerk by email to: clerk@cradleyandstorridge-pc.gov.uk along with appropriate supporting information or evidenced project costs.

Applicants should also provide the bank account details for the Community Group/Organisation that any award should be made to.

Applications will not be considered until all supporting information/evidence is provided.

Monitoring and reporting requirements
As a condition of receiving a grant from the Parish Council you may be required to provide the Council with an evaluation demonstrating that the benefits of the grant have been/are being achieved and the impact it has had for the residents of Cradley and Storridge. You may also be required to provide evidence of how any other one off grant has been spent and the benefit it has brought to the people of the Parish. Such evidence could include copies of invoices and receipts, plus attendance numbers, photos, press clippings, etc. where applicable.

PLEASE NOTE:

The Parish Council has the discretionary powers to deviate from this agreed Grants Policy and evaluation Criteria if and when circumstances are considered appropriate by the Parish Council.

In all such circumstances, the Parish Council will publish its reasons for deviating from this guidance, as part of its minutes confirming any award falling outside of this approved policy.

Higher Grant Application Form

Name of Organisation:		
Contact Name: **Position:**		**Telephone:** **Email:**
Address for Correspondence: **Postcode:**		
Aims of Organisation:		
Organisation Status: *(Please tick)*		
Registered Charity: ☐ Company Limited: ☐ Community Group: ☐ Other: ☐ **Other Details:**	Bank Details: Name of Bank: Sort Code: Account No:	
When was your organisation formed:		
Does your organisation have a constitution:	**Yes** ☐ **No** ☐	
Amount requested from the Cradley & Storridge Parish Council: £		

Reason for Grant funding:

How will the funding be spent:
Who will manage the project:
How many residents would the funding benefit:
Who will benefit from the project:

DECLARATION

I/We have read the guidance notes and conditions of funding which apply to Cradley & Storridge Parish Council and agree to the requirements and terms set out therein.

I/We confirm that the details set out in this application are, to the best of our knowledge, correct. Cradley & Storridge Parish Council will be notified immediately of any material changes to the information provided.

Signed:	Applicant or Chair of Organisation
Print Name:	Date:
Signed:	Treasurer or Secretary
Print Name:	Date:

Please return completed form to
The Clerk
Cradley & Storridge Parish Council.
C/o The Beeches, Edwyn Ralph, Bromyard, Herefordshire. HR7 4LY.

Phone: 07966 172028
Email: clerk@cradleyandstorridge-pc.gov.uk