



**Carn Brea Parish Council**

**Grants and Donation Policy**

**Adopted on:** 16<sup>th</sup> March 2017

**Minute Number:** 17/03/14

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## **Carn Brea Parish Council**

### **Grants and Donation Policy**

Carn Brea Parish Council will consider applications, for grants from voluntary groups or for donations from charitable organisations.

To qualify for an award, the applicant must be able to demonstrate that any funding from Carn Brea Parish Council will benefit the Parish, or residents of the Parish.

Grant and Donation applications will normally be dealt with by the Full Council twice a year in January and June and exceptionally at other times of the year at the Chairman and Clerks discretion.

In determining the validity of an application, Carn Brea parish Council will refer to the following guidelines:

#### **Applications will be considered for the following purposes: -**

1. For the purpose of purchasing equipment either in part or in full.
2. For the funding of transport that will enable group members to partake in a group trip or outing regardless of their incomes.
3. For training activities, or to purchase the expertise of an outside trainer/ instructor/ facilitator.
4. For activities that raise the profile of the area.
5. For running costs of a viable group that is experiencing a period of hardship.
6. For hosting special events or celebrations.
7. For the provision of recreational facilities.

#### **Applications will only be processed based on the following: -**

1. All relevant questions are completed on the application form.
2. A senior person from the organisation has signed the application form and contract.
3. Copies of the organisations constitution and latest annual accounts are received.
4. Forms are returned no later than 31<sup>st</sup> December and 31<sup>st</sup> May, to be considered in January and June. All applications received will be held until these dates and then considered.

**Conditions: -**

1. Grants will not be awarded to individuals
2. Additional applications within a 12 month period will not normally be considered.
3. The award must be used for the purpose for which the application was made.
4. If the group is unable to use the award for the stated purpose, all monies must be returned to Carn Brea Parish Council.
5. All awards must be properly accounted for and evidence of expenditure should be supplied as requested. If Carn Brea Parish Council is not satisfied with the arrangements, they reserve the right to request a refund of monies awarded.
6. Carn Brea Parish Council reserves the right to withhold any agreed grant until such time as satisfactory invoices or evidence of the project can be presented to the council.
7. Donations to Registered Charities in response to a general fundraising appeal will be restricted to an upper limit of £500.
8. Groups operating solely outside the parish boundary will normally be limited to an upper limit of £100.
9. Any grant awarded by Carn Brea Parish Council may be subject to additional conditions as determined by the council.
10. Grants cannot be used for goods or services you order or buy prior to the grant being awarded.

**Eligibility: -**

1. Any Charity, Voluntary Group or Community Organisation.
2. Agencies that operate within Carn Brea Parish and are of benefit to the local community, with the following provisos:
  - Carn Brea Parish Council will not fund activities that it considers to be the responsibility of a Statutory Authority.
  - Applications from schools for an activity that takes place within the school day will not be considered.
  - Carn Brea Parish Council will not fund activities outside its powers and functions.