

Up Hatherley Parish Council Community Grants Scheme

(approved by Council 10/3/20)



The Parish Council has limited resources available to support community projects but wishes to offer some opportunities each year to organisations or individuals whose projects would not succeed without a small amount of local financial support. A ring-fenced sum will be allocated in each financial year*.

Although described as a grant scheme, the Council can make its support available either through a grant, or a repayable loan. Small sums only will be made available under this scheme and it will, therefore be a simple and straightforward process for applications to be made and assessed.

It is, however, open to anyone to ask for more support for a bigger project, but any such case, not made under this scheme, would require significantly greater supporting documentation and be subject to a more detailed scrutiny process.

Rules of the Up Hatherley Parish Council Community Grant Scheme

1. The Parish Council, through this Community Grant Scheme (the Scheme) will have regard to the total budget allocated for grants when considering its contribution to any project, in any one year, by way of a grant or a loan.
2. The Scheme will support both capital projects (for the purchase of equipment or facilities) and revenue costs over a short period. Applicants should include the VAT element in the gross cost but exclude it if they do not pay VAT or are able to reclaim it from HMRC.
3. The Scheme will support repeat purchases of capital equipment and on-going running costs. It does not support staff salaries/wages, nor does it allow for the notional cost of volunteers' time to be included as part of the applicant's contribution.
4. Any individual or organisation, wherever located, is eligible to apply to the Council for support.
5. To be eligible for support, a project must be able to demonstrate clearly that it would bring direct benefit to all or part of the Parish. If the project is not located in the Parish, it would still be eligible for support if it could show that it would directly benefit a significant number of inhabitants of the Parish.
6. Grant applications will be considered only if they are made on the Community Grant Scheme Application Form. No additional written information will be required in support of an application but clarification may be sought, and conditions may be attached to any award.
7. A grant application and any offer of grant must be made in advance of any expenditure on a project. An application made retrospectively will be rejected.
8. Completed applications will be considered by the Council on their individual merits at any of its meetings from May 2020 to March 2021. Any sum unallocated by the January meeting will be returned to the general expenditure budget heading. Any

grant offer not claimed by the end of the financial year i.e. 31st March will automatically be withdrawn.

9. The Council encourages applicants to seek funding from other sources and to contribute to project costs from their own resources. The Council will generally not contribute more than 50 % of the gross cost but may contribute a greater percentage when it considers it is in the interest of the community to so do.
10. An application will be assessed by the Council against the following priorities
 - It would benefit more rather than fewer parish residents
 - Its benefits would be to the more disadvantaged or vulnerable residents in the parish or would benefit the younger and older residents in the Parish.
 - If only a small group benefit from the project, most would have to be Parish residents.
 - It would benefit a larger rather than a smaller area of the parish
11. Applications will also be assessed against the Parish Council's priorities which are:
 - Maintaining both the built and the natural character of the Parish
 - Ensuring a safe environment for residents
 - Promoting peoples' feeling of inclusion in the Parish
 - Developing facilities which provide for the safety and well-being of community members
 - Projects that make a positive environmental impact.
12. Grant funds will not be released until the recipients are in a position to proceed with the project.
13. All grant recipients are required to provide a short report confirming that the money has been used as provided and if possible providing photographic evidence of this.

*The Community Grants Scheme is authorised by the Local Government Act 1972, section 137 (1) (Power of Local Authorities to incur expenditure for certain purposes, not otherwise authorised).