

MAIDS MORETON PARISH COUNCIL

GRANTS POLICY AND GRANT APPLICATION FORM

The principal function of the Parish Council is to provide and maintain services and facilities for the community. The funds required to carry out this function are raised by Maids Moreton Parish Council through the precept – that is determined by the Parish Council annually and collected by Buckinghamshire Council who then pay the funds, in two half-yearly instalments to the Parish Council.

The Council's activities are regulated by law, principally the Localism Act 2011 and the Local Government Act 1972, (LGA) the Acts that set down the legal duties - the things the Council *must* do - and the powers, the things the Council *may* do.

Who can apply:

- not for profit community groups and organisations
- social enterprises
- charity organisations
- community associations/clubs
- community interest companies
- friendly societies

Please note that in determining grant applications, the Council will apply the same criteria as those used by Buckinghamshire Council and consequently will not fund applications related to;

- applications towards faith/religious or political activities – although faith/religious groups may apply for non-faith/religious activities.
- applications for personal profit or the benefit of an individual.
- prizes or charitable contributions.
- costs relating to items or work already carried out before the grant has been awarded
- loans or debt repayments.
- bids from groups that do not adhere to national legislation, guidance and good practice in relation to: equality and diversity; health and safety; safeguarding and child protection.

1. Applications must be made on the prescribed form and must be signed by an office holder of the applicant organisation or group. All questions must be answered.

2. All valid grant applications will be considered. However, the Parish Council is not duty bound to make grants and the awarding of any grant is at the sole discretion of the Parish Council.

3. Successful applicants must:

- a) only use the grant for the purposes stated in the application
- b) use the funds within 6 months of receiving the grant
- c) provide confirmation, within 9 months of the grant being awarded that the grant has been used in accordance with the application.

The Parish Council has a legal duty to safeguard the public money entrusted to it. Accordingly, failure to comply with these conditions may result in the applicant being required to repay some or all of the grant to the Parish Council.

Adopted by Maids Moreton Parish Council July 2020

Readopted 2025 and 2026

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Notes

1. Please ensure that all sections of the application form are fully completed; attach separate documents where applicable.
2. Completed forms should be submitted to the Clerk, who will be pleased to answer any questions and assist with applications where necessary. The Clerk may be contacted either by 'phone on 01280 814483 or by e-mail at maidsmoretonclerk@gmail.com.

* delete as appropriate

| SECTION A: DETAILS OF APPLICANT ORGANISATION | |
|---|--|
| 1. Name of Organisation: | |
| 2. Name of Contact Person: | |
| 3. Telephone Number: | Day: Evening: Mobile: |
| 4. e-mail: | |
| 5. What is the status of your organisation? Voluntary or Community Organisation Sports or other type of club Other (please provide details here or at the end of this application) | Yes* / No* Yes* / No* Yes* / No* |
| 6. What is the total <u>annual</u> income and expenditure of your organisation? Annual Income and source (eg membership fees, bar and social events etc): Annual Expenditure: | £ £ £ |
| SECTION B: APPLICATION FOR FUNDS | |
| 1. For what purpose will the funds be used? Please give as much detail as possible and continue on a separate sheet if necessary: | |
| 2. How much are you applying for? How much cash do you currently have available (at the bank etc) | £ £ |
| 3. What percentage of the total expenditure does the sum applied for represent? | |

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|---|---------------------|
| 4. Are you seeking to match this request for funding in any way? If 'Yes' please specify a) source: b) amount | Yes* / No* £ |
| 5. Do you or will you receive funding from any other source? If 'Yes' please specify a) source: b) amount | Yes* / No* £ |
| 6. Are most of your regular participants drawn from the Maids Moreton Parish? | Yes* / No* |
| SECTION C: DECLARATION I declare that I am authorised to make this application on behalf of the organisation detailed above and that the information that I have provided is correct to the best of my knowledge. | |
| Signed: | |
| Name: | |
| Position: | |
| Date: | |

Additional Information relating to the Grant Application

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