

# **ANLABY WITH ANLABY COMMON PARISH COUNCIL**

## **GRANTS PROCEDURE**

- Grant application sent to organisation by the Parish Clerk.
- On receipt of completed application form, the Parish Clerk will complete checklist for completeness of information.
- If any information is missing, the Parish Clerk will contact the organisation to obtain information and/or explanation.
- The application will then be considered at the next meeting of the Parish Council.

### **AIM**

- To encourage and facilitate non-profit making organisations and charities for the residents of the Parish.

### **GENERAL**

- Grants will be paid at the discretion of the Parish Council.

### **ORGANISATIONS**

- Must be for the benefit of the residents of the Parish.
- It should be based in the Parish area.
- Majority of beneficiaries should reside in the parish.
- Membership should be open to all.
- Must be established or if being set up show a basic need in the community.
- It should not be a duplicate of another resource.
- The organisation should provide budget, two estimates etc.
- The organisation should be able to demonstrate their ability to cover the balance of the cost of the project.
- It should provide accounts (if possible).
- It would be advantageous to have a proper constitution.
- Not normally for religious groups and never for political groups.
- An application form to be completed and returned to the Parish Council with estimates, accounts, constitution etc.

### **INDIVIDUALS**

- Applications by letter.
- Local individuals with potential in their field (regional or national ability).
- Grants should be one off for specific events, special expenses or special equipment.
- No funding to cover normal living costs or expenses.