

Eggington Parish Council (EPC) Funding Request Policy Statement

1. Policy statement

1.1. **Section 137** of the Local Government Act 1972, as amended by the Local Government and Housing Act 1989, Section 36, enables Councils to incur expenditure for certain purposes, not otherwise authorised, which in their opinion is in the interest of, and will bring direct benefit to, their area or any part of it or all or some of its inhabitants. The benefit obtained must be commensurate with the expenditure incurred. The annual expenditure must not exceed the total electorate multiplied by the annual statutory limit per elector. (the limit is determined by government)

1.2. Section 137 monies cannot be spent on an individual. For example, a scout may ask the Council for financial help to enable them to travel abroad on an exchange visit. Worthy as this may be, the Council cannot agree because the statute states that S137 monies must benefit some or all of its inhabitants. However, if a request came from the Scout Leader for the whole troop to travel abroad on an exchange visit, the Council could consider a grant for the whole group as this would then be benefiting some of its inhabitants.

1.3. Eggington Parish Council reserves a sum of money annually to support voluntary and community groups (not for profit) that provide a service, initiative or opportunity that benefits the residents of the parish.

1.4. Grants will be available to organisations that can demonstrate a need for assistance to deliver activities or services that can be shown to benefit residents.

1.5. Grant applications will be reviewed in quarterly at one of the Full Council Meetings. Advertising of the grant reviews will commence quarterly.

1.6. Emergency grant requests would be brought to the council as and when they arise BUT they need to comply with the grant criteria.

2. Eligibility for applications

2.1. Applications will **only** be considered from voluntary organisations, registered charities or established community, not for profit groups. New starter organisations will be considered.

2.2. All applicants must:

2.2.1. Provide a fully completed application form on the website.

2.2.2. Provide an up to date set of accounts or supporting bank statements for the current period.

2.2.3. Provide evidence of how the grant will provide positive outcomes for parish residents.

2.2.4. Ensure the activity or service is in the parish.

2.2.5. Provide information of any additional funding internally or from other organisations a fully completed application form.

2.2.6. Attend the parish council meeting where the applications are to be discussed to give a short presentation and answer any questions from council, the answers will be used to inform the council's decision. If an applicant cannot attend the Full Council meeting, they will be asked to attend the next committee meeting. As such each committee will have delegated responsibility to review the application and decide provided it is within budget.

2.3. All applicants are encouraged to:

2.3.1. Provide the organisations constitution if one is available or a statement of the organisation's objective/purpose.

2.3.2. Provide any additional evidence that the organisations consider will support their application.

2.4. Applicant groups or the activity/service/project must be based in the parish, but the applicant may have residence anywhere within the Central Bedfordshire Borough.

2.5. Applications must provide evidence of the grant completion.

2.6. Grants will be awarded to a maximum of £1,500 from budget year and the common award will be £500. Exceptional awards can be made at the parish discretion and approval.

2.7. Applications will **not** be considered for;

2.7.1. individuals, charities operating overseas, or funds established to help people overseas,

2.7.2. day to day operational running costs including salaries,

2.7.3. retrospective funding,

2.7.4. political activities,

2.7.5. any group that has a closed membership or whose grant is to be used for an activity that bars certain people,

2.7.6. Discriminatory on the grounds of race, age, gender, disability or religion,

2.7.7. For an activity that might cause offence or distress to parishioners,

2.7.8. repayment of loans or cost of servicing a loan or grant,

2.7.9. activities or services that are the clear responsibility of another public body or agency, but "match" funding may be considered,

2.7.10. for support to a national organisation who would in turn distribute the monies outside of the parish area,

2.7.11. This list is the basic considerations **BUT** council may use its own discretion to refuse an application outside of these terms.

3. Process

3.1. Applications and supporting evidence must be sent to clerk@eggington-pc.gov.uk by the specified qualifying date.

3.2. Grants are assessed by the EPC. They will be rejected if they do not comply with the criteria. If they comply, they will appear as an item on the next Full Council meeting.

3.3. Grants put forward will be reviewed against the criteria, but council will also consider,

3.3.1. If the application complies with equality, social inclusions and community cohesions principles.

3.3.2. If the application reflects some or all of the aims and objectives of the parish councils' strategic vision.

3.3.3. A confirmation email will be sent to applicants to notify them that;

3.3.3.1. If the application is within the criteria, applicants will be invited to the Full Council meeting to give a 3-minute presentation

3.3.3.2. Their application requires additional information

3.3.3.3. Their application has been unsuccessful

3.4. Applicants will be notified after the meeting at which the application is discussed. Funding will be released by BACS transfer provided all details are available provided that all conditions have been met.

3.5. After awarding the grant;

3.5.1. The monies must be spent within the calendar year unless otherwise agreed.

3.5.2. EPC reserves the right to see receipts and evidence of expenditure.

3.5.3. A report, photographs of the event or purchase is required to demonstrate how the money was spent.

3.5.4. The grant will be expected to be returned if the project is not completed within 12 months.

3.5.5. Grants need to be paid into the organisations bank account they will not be paid to an individual.

3.6. There is no restriction on the number of times an organisation may apply for grant funding however priority will be given to first time applicants who meet the grant criteria.

3.7. If there is a change of purpose the organisation must gain approval from the council.

4. EPC requirements

4.1. EPC will publish information about successful grant applications, including details about the organisation and the activity the grant was funded for on its own communication channels.

4.2. It is a statute requirement for EPC to report on all grants awarded as part of transparency code.

4.3. EPC would request acknowledgement of any grants that are awarded through the organisation's social media stream or its other publications.

5. Other associated documents with this Policy are shown on the website

5.1. Link to funding grant application form