

Botus Fleming Parish Council

www.botusfleming.org.uk

Grants and Donations Policy

1.0 Policy

Botus Fleming Parish Council will set aside a sum of money each financial year for grants or donations to voluntary or charitable organisations where their activities will contribute to, and be of benefit to, the people of our parish.

The current total overall budget for grants and donations is £250.

The total figure available is agreed by the Council as part of the budget and precept process each financial year.

2.0 Conditions

- To ensure that fair and proper consideration is given to all requests, the Council requires applicants to submit a completed Grant Application Form (located on our website) to our Parish Clerk, together with supporting documentation.
- Only one application from the same organisation may be considered during any one year, but further applications may be made in subsequent years.
- The awarding of a grant or donation does not set a precedent for any subsequent applications.
- Applications will only be accepted from charitable, voluntary or non-profit making organisations or groups. No applications from individuals will be considered.
- Organisations should be local to our Parish or, if outside the boundary, its work should be of benefit directly to the Parish and/or its residents. No nationally based organisations will be considered.
- Applicant organisations/groups must be properly established and constituted.
- Grants will not be considered to fund activities of a political nature.
- Donations can only be used for the purpose of the project/activity applied for.
- Any donation or grant awarded is on the strict understanding that it will be refunded in the event of it not being spent on the project/activity applied for.
- Donations will not be made in respect of money already spent.

3.0 Application Timescale

- The deadline for receipt of applications is 31st October, each year.
- Applications will normally be considered by the Council during November or December.
- Applicants will be advised by end of January whether their application has been successful.
- We will aim to make payments by the end of March.

4.0 General

Botus Fleming Parish Council reserves the right to donate money to Organisations who do not directly approach the Council for a donation, by agreement at a Parish Council meeting.

All grants or donations will be at the discretion of Botus Fleming Parish Council, whose decisions are final. There is no right of appeal.

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Author Cllr Denis Morgan
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