

**Grant Assistance Policy**

Glapwell Parish Council (GPC) welcomes applications for financial assistance from local organisations that will provide an activity or service to the Glapwell Community. Funds are limited and applications will be considered within the strict financial constraints set by the GPC budget. GPC is unable to provide assistance that would solely benefit one individual or private “for profit” enterprises.

The applicant should demonstrate:

* A clear statement of what the funding would be used for.
* Feedback on the use and effectiveness of previous GPC grants through a report.
* A current bank statement
* An indication of the extent of the impact of the funding and activity on the local Glapwell Community.
* The applicant’s organisation may be expected to attend a meeting of GPC to present the case and to clarify any issues raised by GPC.

GPC will consider the following in making a decision on providing Grant Aid:

* That the activity has a significant and beneficial impact on the Glapwell community.
* That applications are considered within the financial constraints of the GPC Grants Budget set at the beginning of the Financial Year.

In the event of a large number of applications, the GPC Finance Committee would 'short list' before asking for 'presentations'

GPC members who have a formal or informal association with the applicant organisation should declare an interest.

GPC considers grant applications at its meetings which are generally held on the third Thursday of each month (see https://www.glapwell-pc.gov.uk/council-meetings.html for details). Applications must be received by the agenda closing date which is five working days prior to the meeting. In practice applicants are advised to contact the Parish Clerk well before the deadline so that any issues may be clarified before the request is formally submitted.

Applicants may be asked to return all, or a proportion of the funds should the purpose for which the grant is applied fails.

The awarding of a grant is entirely at the discretion of the GPC whose decision is final.

Adopted at full Council 15th May 2025 (Minute Number 187/25 c) xiii

Review Date: May 2026

**Grant Application Form**

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| **Please see advice on Grant Assistance Policy on reverse**  **Organisation**  ***Registered Charity No. (if applicable)*** | |
| **Contact details** | |
| ***Name, address (including Post Code), telephone number and email address of applicant*** | |
| **Position in organisation** | |
| **Payment arrangements**  **If your application is successful payment will be made via digital banking**  **Account Name**  **Sort Code**  **Account Number**  **Name of Bank** | |
| **Grant sum requested: £………….** | |
| **Purpose for which the funding is to be used:** | |
| **Anticipated impact of the funding on the Glapwell Community** | |
| **I enclose our business plan YES/NO\*** | |
| **Please enclose a current bank statement** | |
| **If you previously made a grant application to Glapwell Parish Council please provide a report on the use and effectiveness of the grant** | |
| **Signature of Applicant** | **Date** |

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| **Please read the following important terms and conditions carefully. By signing this form, you are confirming that:**  • You are an official representative of your group and are authorised to apply for funding on their behalf.  • Your details can be held by Glapwell Parish Council in accordance with the Data Protection Act 2018, to administer the grants process.  • You have read and understood the Parish Council’s Grant Awarding Policy.  • The information provided in this application is a fair and accurate description of your group and the project for which you are seeking funding. Misleading or inaccurate information may result in your application being rejected. Late application or failure to complete any section of the application form may result in your application being delayed or rejected.  **Signed on behalf of applicant: ……………………………………………………………………**  **Date: ………………………………………………..** |
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