



Freshwater Parish Council

Grant Awarding Policy

2025



Freshwater Parish Council

Working For The Community

Freshwater Parish Council

Grant Awarding Policy

1. Introduction

Freshwater Parish Council (the "Council") aims to support and strengthen the local community through its grant funding programme. Grants are awarded to organisations that demonstrate a clear benefit to the residents of Freshwater Parish.

2. Eligibility:

Grants may be awarded to:

- Non-profit organisations, community groups, and charities operating within Freshwater Parish.
- Organisations whose activities provide direct benefit to some or all of the residents of Freshwater

Grants will not be awarded to:

- Individuals
- Private enterprises*
- Organisations seeking funding for purposes that do not align with the Council's objectives.
- Retrospective funding requests for projects already completed
- Local groups whose fund-raising is sent to their central headquarters for redistribution**
- Organisations that do not have properly constituted bank accounts
- Organisations that contradicts the Equality and Diversity Act 2010

* The council may consider applications from private enterprises if they are able to clearly demonstrate a direct benefit to some, or all of the residents of Freshwater.

** If the applicant can evidence that the grant will only be used to fund services/events within the parish then the application may be considered by the council.

3. Objectives:

Grant applications should support one or more of the following objectives:

- Promote the well-being of residents
- Enhance the local environment
- Provide opportunities for education, recreation, or cultural enrichment
- Foster community cohesion and inclusivity

Applications will be considered for the following purposes:

- For purchasing equipment either in part or in full.
- For the funding of transport that will enable group members to partake in a group trip or outing regardless of their incomes.
- For training activities, or to purchase the expertise of an outside trainer, instructor, or facilitator.
- For activities that positively raise the profile of the area.
- For running costs of a viable group that is experiencing a period of hardship. *
- For hosting special events or celebrations that inclusive and open to the public.
- For the provision of recreational facilities.

* Any applicant applying for funding under this category must be able to demonstrate that the group are facing hardship and that any grant awarded would be used as a one-off measure and not be relied upon year on year.

4. Application Process:

- I. Application Form: Applicants must complete the Council's grant application form, which can be obtained from the Parish Clerk or the Council's website.
- II. Supporting Documentation: All applications must include supporting documents detailed on the applications form, which include:
 - a. A copy of the organisation's constitution or governing document
 - b. Recent accounts or a financial statement
 - c. A project budget detailing the use of grant funds

5. Decision Process:

- An initial review of applications will be undertaken by the Clerk or Responsible Financial Officer to ensure eligibility. Any applications that do not include all the relevant information and documentation will not be considered.
- Grant applications will be examined by the Finance Committee throughout the year.
- If the value is under £1,000, the Finance Committee has the delegated power to approve grant applications within the Council's budget.
- If the value is over £1,000, or exceeds the council's grant budget for the year, the Finance Committee will recommend the grant application to the Full Council.
- All applications will be accessed based on:

- Alignment with Council objectives.
- The number of residents benefiting from the grant
- The organisations financial need and sustainability

The Council reserve the right to:

- Partially fund applications
- Request further information or documentation
- Request applicants give a presentation at council meetings.
- Decline applications that do not meet the criteria
- Decline applications that have not been completed correctly and have failed to supply supporting documentation

6. Conditions:

- a) Additional applications for the same purpose, within a 12-month period will not be considered unless there are exceptional circumstances*
- b) Ongoing commitments to award grants or subsidies in future years will not be made. A new application will be required each year.
- c) The award must be used for the purpose for which the application was made.
- d) Grant payments will be made instalments as follows:
 - 20% upon returning the signed grant agreement
 - 50% upon demonstration that project/event/service is progressing to a point of completion
 - 30% final payment due when the project/event/service is completed and invoices have been provided covering the total value of the grant.
- e) If the group is unable to use the award for the stated purpose within 12 months of award, any monies paid in line with the instalments laid out in the grant agreement must be returned to the Parish Council.
- f) All awards must be properly accounted for, and evidence of expenditure should be supplied as requested.
- g) For grant requests over £1,000 applicants will be required to present their project to the parish council in person.
- h) If the project is delivering outcomes for residents and/or community, an end of year report will be required.
- i) Donations to Registered Charities in response to a general fund-raising appeal will only be allowed if there is a direct benefit to the residents and community of Freshwater.
- j) Grantees are required to engage positively with the Council publicly and acknowledgement of the councils grant funding must be shown on any advertising materials, social media posts or press releases.

7. Monitoring and Evaluation:

The Council may visit projects to ensure that funds have been used as intended and to assess their impact on the community.