

PORLOCK PARISH COUNCIL

GRANTS POLICY



Introduction

Funds are provided by the Council to assist local community groups or individuals to deliver their projects or activities.

We invite organisations and individuals to contact us and discuss their ideas.

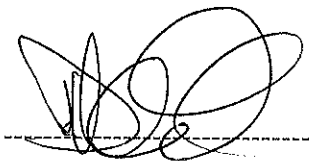
Grants Criteria

1. Grants may be given:
 1. to charities, voluntary organisations or constituted groups
 2. for the benefit of the area covered by the Parish Council, that will contribute positively to village life and the people living, working, and visiting Porlock.
 3. to organisations that are not based in Porlock, subject to receipt of evidence showing how Porlock residents benefit from that service.
 4. for sponsorship of local individuals, activities and clubs known as the 'Porlock Community Benefit Sponsorship Grant'
2. Grants may not be made to:
 1. Organisations operated primarily as a business to make a profit or surplus.
 2. "Upward funders", i.e., local groups whose fund raising is sent to their central HQ for redistribution.
 3. Organisations who wish to pass on money to other individuals or groups.
 4. Political organisations or projects.
 5. Organisations or individuals that discriminate against protected minorities.
 6. Retrospective applications.
3. Grants will not normally be made for ongoing running costs. Where an application is for sponsorship the applicant should detail additional fundraising plans to fund running costs. Where grants for sponsorship are made, no guarantee of future funding is implied.
4. Applications for more than £500 may be awarded where significant and wide-ranging community benefits are clearly demonstrated. Council will request further information and will work closely with you to help process your application and plan.
5. Only one grant per group, organisation, individual or activity is normally provided in each financial year, unless clear, exceptional circumstances are demonstrated.
6. Preference will be given to applicants who can demonstrate how one-off grant funding will lead to greater self-sufficiency and lessen the need for future applications.
7. Applications are considered by full Council.
8. Grants will be made to the applicant organisation either in one payment or a series, as determined by Council.

9. Applicants must provide evidence of proposed spending, e.g. formal quotations, or evidence that the project is ready to start.
10. Evidence of the use of the full grant amount for the agreed purpose must be provided to Council within an agreed time limit or schedule, . Should evidence not be received within the agreed time the Parish Council may request the return of the funds.
11. The Council will invite the applicant to present a report of their project/activity at the Annual Parish Meeting (in March-May each year).
12. Grants are subject to funds being budgeted each financial year: 1st April - 31st March.
13. The Council may request an element of match funding.
14. Council asks to be included in publicity, e.g. acknowledgments, media coverage, funding plaques, notices.

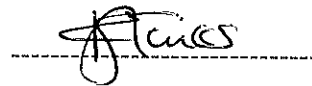
NB: The applicant may be requested to provide additional information to that given on the application form which may include any of the following, depending on the nature of the application:

- A copy of your constitution, if available
- Details of your organisation's officers
- An informative Project Plan
- Cash flow forecasts if appropriate to scale of project
- Most recent accounts
- Recent bank account statement
- Safeguarding policy if appropriate (related to children/vulnerable adults)
- Proof of Employers Liability insurance and/or Public Liability insurance as appropriate
- Details of any other investments or capital held
- Quotations
- Any other documentation you feel may help in assessing your application.



Duncan McCanlis
Chair

Dated: 15th January 2025



Johnathan Jones
Clerk & Responsible Financial Officer