



Lickey & Blackwell Parish Council

GRANT AWARDING POLICY

Lickey and Blackwell Parish Council will consider applications for grants from voluntary groups or charitable organisations meeting within the parish boundary or within two miles of the parish boundary and having a significant number of parish residents in membership. We will not consider applications to fund individual activities.

1. Grant applications will be considered to fund:

- (a) the purchase of equipment either in part or in full;
- (b) unusual transport costs;
- (c) necessary training;
- (d) activities that raise the profile of the parish;
- (e) a viable group or society experiencing a period of financial hardship;
- (f) a special event or celebration.

2. Guidance for the Parish Council when considering grant applications -

- (a) Grant applications will be considered at the first scheduled Parish Council meeting following the tenth day after receipt of the application unless extra time is required to pre-assess the request or seek further supporting information.
- (b) The applicant will be invited to address the Parish Council at that meeting.
- (c) Grant support must fall within the current budget set aside by the Parish Council.
- (d) The applicant must be able to demonstrate that any grant given by the Parish Council will benefit the residents of the parish.
- (e) The amount of grant will depend on the proposed activity but in usual circumstances will not exceed £500.

3. Guidance for voluntary groups or organisations seeking grant support –

- (a) Applications shall be sent to the Executive Officer, Lickey and Blackwell Parish Council, Trinity Centre, 411 Old Birmingham Road, Lickey, B45 8ES.
- (b) Applications to the Parish Council shall be made by the group's appointed member using the application form provided at pages 2 and 3 of this document;
- (c) Applications shall only be for qualifying activities described in section 1 above;
- (d) Applicants shall enclose a copy of the statement of receipts and payments and, where it exists, a balance sheet approved at the group's most recent AGM together with copies of bank statements covering the past six months;
- (e) Within six months of receipt of grant funding applicants shall provide to the Parish Council proof of how the funding has been spent.

Date policy approved:



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GRANT AWARDING POLICY – Application Form

Name of organisation.
What does the organisation do?
How long has the organisation existed?
Where does the organisation meet?
How many members belong to the organisation?
How many members live in Lickey & Blackwell?

Describe the activity/ project requiring grant support (refer to attached policy)
What will be the total cost of the activity/project?
How much will you provide out of your own funds?
How much are you seeking from the Council?
How will the activity/project benefit the residents of Lickey and Blackwell?
Please provide any further supporting information relevant to this application.



Lickey & Blackwell Parish Council

GRANT AWARDING POLICY – Application Form

Applicant's name
Applicant's position
Applicant's address
Applicant's telephone number
Applicant's email address

Declaration to be made by the Applicant

- (a) I am authorised by the organisation named at 1.1 above to make this application for grant support;
- (b) The organisation agrees to abide by the Parish Council's policy paragraph 4(e) above in connection with any award it makes;
- (c) I enclose a copy of the statement of receipts and payments and, where it exists, a balance sheet approved at the group's most recent AGM together with copies of bank statements covering the past six months;
- (d) The information I have provided in this application form and in supporting documentation is true and accurate.

Signature: _____ Date: _____