



# ST MEWAN PARISH COUNCIL GRANT POLICY & APPLICATION FORM

## **GRANTS**

St Mewan Parish Council has pleasure in being able to award small grants to organisations whose work benefits the Parish of St Mewan and its residents and welcomes applications for funding from qualifying bodies.

## **GRANT FUNDS**

The Local Government Act 1972 section 137 makes provision for Parish Councils to provide financial support, up to a fixed amount, for the benefit of residents of the Parish. Since the grant fund is limited in any one year, the Council normally considers applications on funding for amounts ranging between £25 and £1000. The maximum that can be applied for by a single organisation is £2500 but the Council would only consider awarding such a sum under very special circumstances.

**TYPES OF GRANTS** There are two types of grant that can be applied for, a Scheduled Grant and a Special Grant:

**Scheduled Grants** are applied for once a year before the end of February. The applications are considered during March and if approved the grant will be paid in May.

**Special Grants** can be applied for at any time during the year and if approved will be authorised at the next meeting following the approval process. The main difference between the two types of grant is that schedule grants can be budgeted for and will receive priority over special grants. Awarding special grants, even when approved in principle, is wholly dependent upon how much money remains in the grants fund.

## **APPLICANTS**

Applications are only welcomed from non-profit making organisations and charities whose aim is to benefit St Mewan Parish and its residents There are no exceptions.

### **GRANT APPLICATION FORM FOR ST MEWAN PARISH COUNCIL**

Name of Organisation:

Correspondence Address:

Contact Name:

Telephone Number:

Email:

Registered Charity? Yes/No If Yes, Charity Number:

For what purpose is the grant required?

Amount of grant required £

Who will benefit from the project?

continued

Please note:

1. For grants of £1000.00 and under, a copy of recent bank statements with a supporting financial statement is required.
2. Over £1000.00 St Mewan Parish Council will need a copy of your last year end annual accounts.
3. Should the grant be approved The Parish Council will require a statement of how the money was used and when, within 12 months of receipt of the grant (this is a statutory requirement

**CERTIFICATION** I certify that the above information and the contents of the attached documents are correct at the time of applying. I understand that if any of the information is subsequently found to be incorrect this may lead to the organisation being disqualified from consideration and/or the withdrawal of any grant awarded. I agree to my organisation being bound by the eligibility criteria and any conditions set by the Parish Council.

If successful, the Parish Council will expect to be included in any publicity and its contribution noted. There will also be conditions attached to any grant awarded covering how to repay the grant should it not be used as per the application form, or if the event is cancelled. Acceptance of any funds will be deemed to be agreement of conditions attached

Signed:

Print Name:

Date:

Completed application forms to be sent to: The Clerk of St Mewan Parish  
Council c/o Kerenza The Chase Sticker St Austell PL26 7HL

Adopted on the 27th July 2016  
Minute No: FC63/16  
Adopted on the 16<sup>th</sup> May 2018  
Minute No: AC24/18  
Adopted on the 8<sup>th</sup> May 2019  
Minute No: AC31/19  
Review 2020