**NORTH TURTON PARISH COUNCIL**

**GRANTS & DONATIONS AWARDING POLICY**

*This Policy was approved by North Turton Parish Council at their meeting on*

*………………………………..*

North Turton Parish Council recognises:

* The importance of supporting groups, organisations and charities that benefit the residents of North Turton
* That the making of grants or donations is a valid method of support

The purpose of this document is to ensure that North Turton Parish Council has an open, consistent, and easily understood approach to awarding grants or making donations.

The Parish Council encourages applications from not-for-profit or charitable organisations serving the community within the Parish of North Turton. These include, but are not limited to, local voluntary groups, educational establishments or schools, and charities. By law, the Parish Council is not able to make grants to individuals (Section 137 of the Local Government Act 1972).

Both grants and donations are gifts. A donation is a free and unrestricted contribution which can be used for administration or a particular programme, whereas a grant is for a specific purpose, with specific terms and conditions.

**Guidelines for Financial Aid Applications (Grants)**

1. **General Criteria**
2. Applications must be made in writing to the Clerk, North Turton Parish Council who can be contacted via clerk@ntpc.myzen.co.uk
3. Each application will be considered on its own merit.
4. The value of each grant will be at the discretion of the Parish Council but the benefit to the North Turton area or its inhabitants must be commensurate with the expenditure.
5. The Parish Council reserves the right to refuse any financial aid application which it considers to be inappropriate or against the objectives of the Parish Council.
6. The size of any grant awarded is at the discretion of the Parish Council but will not normally exceed £250 in any one application. In exceptional circumstances, where significant and wide-ranging community benefits are clearly demonstrated in the application, grants for higher amounts may be considered.
7. Grants will not normally be made for ongoing running costs. Where an application is for running costs, the applicant should detail the plans to find future funning costs from alternative sources. Where grants for running costs are made, no guarantee of future funding is implied.
8. Financial aid applications made retrospectively cannot be considered.
9. Applications for the maintenance or repair of unadopted land cannot be considered.
10. All applications will be considered by the Parish Council at their next meeting following receipt of the application. The applicants may be asked to attend the Parish Council meeting to answer any questions that may arise following receipt of the application.
11. In normal circumstances applicants will be notified of the decision on their application within 60 days of application.
12. North Turton Parish Council reserves the right to change the conditions and practices of this policy without notice.
13. **Assessment**

The Parish Council will consider the following when assessing the application against the criteria:

* How well the project meets the needs of the community and provides positive benefit to residents of North Turton
* How effectively the organisation will use the grant to meet the needs of the project
* Whether the costs are appropriate, and the project is achievable within the budget
* How the organisation or group is managed as indicated within their constitution or governing document
1. **Conditions**
2. All previous grants received from North Turton Parish Council must have been spent in accordance with the grant award conditions attached to them.
3. Any grant must only be used for the purpose for which it was awarded unless the written approval of the Parish Council has been obtained for a change in use of the grant monies.
4. If a grant is used for purposes other than those for which it was awarded, without the prior approval of the Parish Council, the recipient organisation or group will be required to repay the grant.
5. If a grant is unable to be used within the stated timescale, without an extension granted by the Parish Council, remaining grant monies must be returned to the Council.
6. Should a project be cancelled or terminated prior to completion, any awarded funds so far unused are to be returned to the Parish Council within 30 days.
7. When awarding grants, North Turton Parish Council reserves the right to attach any additional conditions or easements/adjustments it sees fit.
8. Grant recipients may be required to provide the Parish Council with a brief report of how the grant has been used and what has been achieved.

**Donations**

From time to time the Council will receive requests for donations from both National and Local charities. Such requests will be considered by the Council and if agreed by vote will not exceed £250.

Signed: ………….……………………………………………………

 Chair