



STANWIX RURAL PARISH COUNCIL

GRANTS TO LOCAL ORGANISATIONS

Any groups (community and voluntary organisations) wishing to apply for financial support, are invited to apply for funding. Grants are available only for schemes delivering benefit within the parish of Stanwix Rural.

All community groups are invited to apply, although grants are not intended for ongoing running costs but as a contribution towards capital, one-off schemes and payable only on receipted invoices.

If you would like more information on this scheme or a copy of the guidance notes and application form, please contact the Clerk, Sarah Kyle by emailing clerk@stanwixrural.co.uk or telephone 01228 231124.

Forms are available to download from our website
www.stanwixrural.co.uk

**THE CLOSING DATE FOR GRANT APPLICATIONS IS
MONDAY 4 APRIL 2022**

Applications will be considered at a Parish Council meeting to be held on 13 April 2022

Grants must be claimed prior to Wednesday 1st March 2023 so any projects applied for should be able to be completed within this timeframe.

STANWIX RURAL PARISH COUNCIL

GUIDANCE NOTES 2022/23

APPLICATIONS BY COMMUNITY & VOLUNTARY ORGANISATIONS FOR PARISH COUNCIL GRANTS

1. The Council will only aid organisations involved in activities primarily designed to benefit residents of the parish.
2. Grants are intended as a contribution towards capital schemes; one-off projects; and events held for the benefit of the community overall.
3. Grants may be capped within budgetary limitations, at the Council's discretion.
4. Recurring or maintenance costs are not eligible for funding.
5. Each application will be assessed on its own merits and will be considered alongside other applications.
6. All sections of the form must be completed and contain a copy of the organisation's latest accounts and recent bank statement. The Council reserve the right to defer a decision to a later meeting where information has failed to be provided alongside the application form.
7. Written quotations for all elements of a project must be provided alongside the application form. The Council reserve the right to defer a decision to a later meeting any application where all elements of expenditure are not clearly evidenced.
8. Grant applications cannot be made retrospectively.
9. Grants cannot be carried forward to the following financial year without prior written permission of the Council.
10. Groups that have outstanding grant claims or part-grant claims may not be eligible to apply until the previous year's applications are completed (unless in exceptional circumstances where prior Council approval has been given).

11. If successful, the organisation is required to submit copies of receipted invoices for expenditure for which the grant was awarded. Payment shall only be made on submission of invoices and subsequent Council approval, unless in exceptional circumstances.
12. The Council reserves the right to proportionately reduce any grant payment where final project costs have not totalled the previously provided written estimates.
13. Part-claims for larger projects will only be accepted mid-year where it can be clearly shown that expenditure remains in line the written estimates or the payment will be reduced proportionately until supporting evidence can be provided (refer to item 12).
14. Applications received after the closing date will not be considered.
15. The Council's decision is final.
16. During the COVID-19 pandemic, special consideration may be given to both deadlines and the nature of the application.
17. Projects to commemorate the Queen's Jubilee during 2022 may also be given special consideration.



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GRANT APPLICATION FORM 2022/23

Name of the organisation

Contact person for the organisation

Name Address Post Code Telephone number E-mail address	
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Brief description of the project

Breakdown of costs (please provide estimates for each element of the project)

Please give details of other funding secured or fundraising (pending) for the project.

Amount of grant requested from this fund

Describe the objectives of the organisation

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Although a copy of last years accounts is to be included in this application, please supply the following information:-

a) total income last year	£
b) total expenditure last year	£
c) the balance of funds in hand at the end of the financial year	£
d) membership numbers and subscription costs	£

Please include copies of two quotes estimates for projects over £500 and one quote/estimate for projects under £500. If the project has multiple elements, evidence should be provided for each part.

Please also include a copy of the organisation's last bank statement with an explanation of any large reserves.

Signature of Chairman/Treasurer/Secretary on behalf of the organisation

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Date:

Please return completed form before Monday 4th April 2022 to:-

Mrs S Kyle
Clerk/RFO
Stanwix Rural Parish Council
Hill House
Walton
Brampton
CA8 2DY

Tel: 01228 231124
e-mail: clerk@stanwixrural.co.uk
www.stanwixrural.co.uk