



## Bingham Town Council

### Community Grant Aid Award Policy

#### Introduction

Bingham Town Council is committed to offering grants, within its annually agreed budget, to support the needs of the residents in the parish boundary of Bingham. The Community Grant Aid is there to assist community groups, voluntary clubs, sports clubs, and volunteers in the community to achieve their aspirations that have a benefit to the wider community.

The project or activity that requires financial support could already be in existence and requires additional funding to improve its offering or a new idea that is deemed to be a benefit locally and is not already offered within the community. Each application that meets the criteria will be considered on its own merits. The Council try to support multiple applications with its annual budget, so larger requests must be proportionate to the number of residents the project or activity will benefit.

#### Application Criteria

- There must be a clear benefit to Bingham Residents detailed in the application.
- The application needs to demonstrate value for money.
- Audited accounts from applicants will be taken into consideration or accounts subjected to independent inspection as required by the Charities Act.
- New projects or groups must demonstrate evidence of other fundraising.
- The amount of grant considered will be proportionate to the number of residents who will benefit. Events may be considered a benefit to the whole community, whereas a sporting group will need to detail membership numbers.
- Only one grant application per year will be considered. A new application will be required in the following financial year, for further assistance.
- If additional parish/s will also benefit from the grant, the application must largely benefit the residents of Bingham or matched funding from those parishes should be obtained.
- No Community Grant Aid application outside of the Council's budget will be considered.
- Grants for assistance of ongoing projects, must demonstrate that the project is sustainable.
- Details of the item/s or purpose of the grant must be clear on the application form, as grants can only be used for the purpose identified.
- Grants to educational establishments or places of worship will not normally be considered. In the eventuality that the awarding of a grant would benefit the wider community, exceptions may be made and will be clearly identified as part of the project/activity.
- No grant will be awarded for political purposes.
- Grants will not be given to support ongoing running costs unless in extreme cases of hardship for long standing projects/activities.
- Smaller amounts may be awarded than requested, so the project must not be reliant on funds from the Community Grant Fund.
- No grant will be awarded to private or commercial organisations who are a business to make profit.
- No grants will be awarded to national charities unless the project/activity relates to support that is specifically identified within the boundary of Bingham.
- The Council reserve the right to request further information if required.
- Grant applications will not be considered retrospectively.

### Application process

- Complete the Community Grant Award Application form
- Attach the accompanying documents requested (where applicable)
- Return to the Town Clerk who will administer the application
- Completed forms will be considered at the next meeting of the Finance, Policy and Resources Committee
- Any Grant Award recommended will then be considered at the next meeting of the Full Council
- Decisions will be given in writing to the applicant after decision of Full Council
- Confirmation of acceptance is required
- Grants will be paid into the account of the organisation upon receipt of acceptance
- Confirmation of receipt of funds will be required

### Successful Awards

- The applicant must update the Council as the project/activity proceeds
- The Council must be recognised as a funder in any publicity
- Grants awarded will be posted on the Town Council website for transparency
- The Council may promote the Grant Scheme and Awards using its communication channels
- The council must be notified if the grant is not required, and funds returned
- Grants must be used for the purpose identified on the application form and evidence must be supplied if requested
- Any funds from the grant not used, must be returned to the Council

Grant applications are available from the Town Council offices, via email [info@bingham-tc.gov.uk](mailto:info@bingham-tc.gov.uk) or visiting [www.bingham-tc.gov.uk](http://www.bingham-tc.gov.uk)

### Policy Review

This policy will be reviewed annually by the Finance, Policy and Resources Committee.

This Grant Awarding Policy was considered by the Finance, Policy and Resources Committee on xxx and was approved by Full Council on xxxx

Minute Reference: