

# **FARINGDON TOWN COUNCIL**

The Pump House, 5 Market Place FARINGDON, Oxfordshire,  
SN7 7HL Telephone 01367 240281

[www.faringdowntowncouncil.gov.uk](http://www.faringdowntowncouncil.gov.uk)

Clerk: Sally Thurston



## **POLICY FOR AWARDING GRANT AID TO LOCAL ORGANISATIONS**

Faringdon Town Council budgets a sum of money, each year, for disbursement of grants to organisations and activities which contribute constructively to the quality of life in our town. These grants are limited therefore, can only be made available to organisations that can demonstrate a need for assistance within our parish boundary and, generally, are not a statutory charge on other local or central government departments.

Faringdon Town Council acknowledges that new community organisation may experience difficulties obtaining funding from other sources, the Council will therefore give special consideration for grant aid to such groups. The Council will also:

- Publicise Grant-aid widely throughout the Town particularly in advance of the April and September deadlines.
- Review the grant budget annually
- Periodically review the criteria for awarding grants.

To ensure that fair and proper consideration can be given to all requests, the council requires the following to be submitted to the Town Clerk by the deadlines explained in section 3 below:

- A completed application form
- The most recent set of accounts
- A financial projection or budget for the period following the accounts
- Any additional information the organisation considers would support their application

If the organisation is a new entity with no accounts available, please provide a business plan, stating the aims and objectives along with a financial projection for at least the current financial year.

### **APPLICATIONS WILL BE CONSIDERED FOR GRANT-AID UNDER THE FOLLOWING CRITERIA:**

#### **1. Type of organisation and locality**

- a. Applications will only be accepted from charitable and non-profit making organisations. The council regrets that applications from commercial organisations will not be considered.

- b. Organisations applying should be local to Faringdon or if outside the boundary be of significant benefit to the Town and its residents.
- c. The Council is prevented by statute from giving financial assistance to an individual, charities operating overseas or to a fund established to help persons outside the UK.
- d. Only if sporting organisations can demonstrate that they have been unsuccessful in obtaining funding from their national bodies or the Vale of White Horse District Council will Faringdon Town Council consider their application.

## 2. **Type of financial assistance**

- a. The Council would prefer to provide financial assistance towards specific projects or purchases of equipment, however, it will also support ongoing revenue costs if the organisation can demonstrate their lack of funds and the adverse effect on the Town and its residents if the organisation is unable to continue or are hampered by lack of funds.
- b. The Council will also consider assistance in kind, such as use of rooms at a reduced or free rent within the terms of this policy.

## 3. **Deadlines**

- a. Grants will be considered by the Grants Awarding Committee in April and October. The deadline for applicants is **12 noon** on the following dates:

**31<sup>st</sup> March**

**30<sup>th</sup> September**

Applicants will be advised within 4 weeks of the above dates if their application has been successful or not.

- b. Annual and repeat grants of over £500 will be considered as part of the precept setting process. The deadline for annual and repeat grant applicants is:

**12 noon on 30<sup>th</sup> September for grants required in the following financial year.**

Repeat and annual applicants will be advised within 4 weeks following the first meeting of the new financial year, if their application has been successful or not.

## 4. **General**

- a. In most cases the grant will not exceed 50% of the total required.
- b. Grants should be spent within the year, for the purpose for which they have been given.

- c. Grants cannot be made to cover money already spent.
- d. This Council reserves the right to request a copy of invoices and/or other documentation as evidence the expenditure has been incurred.
- e. Organisations are required to provide the council with a written report within 12 months of the award date to demonstrate how funds were expended.
- f. If the organisation dissolves the council would expect the organisation to reimburse the grant awarded.
- g. Organisations are, normally, restricted to one application per year.
- h. The grant giving one year does not set a precedent for another year.
- i. The Council should be reimbursed for any unspent grant – grants must not be re-gifted as charitable donations.
- j. Organisations should publicise that grant aid was provided using logos provided on any promotional material.
- k. National appeals are, regrettably outside the scope of the Town Councils grant scheme.