

WENDOVER PARISH COUNCIL

GRANTS POLICY

To foster and encourage local clubs, groups and organisations within the Parish, Wendover Parish Council makes Budget provision for grant aid to voluntary bodies for specific projects or items of equipment, which will aid the continuance of their operation for the benefit of local people.

Any Club, Society or organisation, who are based within the Wendover Parish Council boundaries can apply.

A simple application form which requires a recent statement of accounts for the organisation, to be attached to the application, will be considered by the Council in May each year.

The application form is designed to provide at a glance the following:

- The name of the organisation
- Correspondence base and contact details
- Income and Expenditure for previous year
- Anticipated expenditure for the current year
- Any grants received during the previous year and if so what for
- Balance Sheet (required to verify financial standing)
- Closing date

The application which should be submitted with the attached form needs to include the following as a minimum:

- Description of the project for which the grant is required
- Benefits for local people
- Anticipated number of people who will benefit from the project
- A timetable for its completion
- The total cost of the project / equipment and the amount requested from Wendover Parish Council
- Other sources of funding (potential and actual)

Depending on the nature of the project, the Council may request further information.

If the Council decides to award a grant, then Wendover Parish Council may also stipulate conditions.

At the end of the relevant period, or at suitable intervals if the grant is to fund activity over an extended period, the council should receive reports from the organisation which demonstrate its successful completion by reference to ascertainable outcomes.