

DRAFT DONATIONS POLICY 2 – FOR COMMENT PRIOR TO DISCUSSION AT JANUARY 2021 MEETING

1. Policy

SSWE Joint Parish Council awards grants at its discretion to community organisations which can demonstrate a clear need for financial support to benefit SSWE by:

- providing a service
- enhancing the quality of life
- improving the environment
- promoting SSWE in a positive way

The organisation must be non-profit making or charitable (optional).

Grants will not be made to individuals and would not normally exceed 50% of the cost of the project or activity.

Grants will not be made retrospectively and only one application for a grant will be considered from each organisation in any one financial year.

The Parish Council will expect to be informed of requests for grants exceeding £250 by September of the financial year prior to the funds being required in order that budget provision can be considered.

2. Process

The Grants budget will be set annually as part of the general budget setting process.

Applications will be invited throughout the year.

The scheme will be publicised through noticeboards, newsletter, press release and web-site. An advertisement in the local paper may be considered.

Organisations will be required to provide a copy of their previous year's accounts or for new initiatives, a budget forecast.

All valid applications will be considered by the SSWE Joint Parish Council.

All applicants will be contacted following the JPC's decision.

Applicants will need to provide details of:

- their aims and purpose;
- project or activity;
- proportion/number of beneficiaries living in the electoral area;
- and demonstrate a clear need for funding

Date of adoption: 26 July 2023	Chair: C Ellis
Date of next review: 2025	Clerk: S C Blackburn

Grant Application Form

SSWE Joint Parish Council

Application for Donations and Grants

SSWE Joint Parish Council supports community groups and charitable organisations with small grants awarded twice annually. The grants range from £50 to £250 and funds are limited. Projects supported must benefit the community. Grants to individuals may be considered.

Details of Organisation

Full Legal Name (and Title by which your organisation is commonly known, if applicable)	
Address for Correspondence	
Telephone Number	
Email address	
Contact Person & Position	
Name of Organisation to which the grant should be made payable	

Financial Details of Application

Total Cost of Project	
Breakdown of Total Cost (include a "shopping list" if applicable)	
Amount raised so far	
Amount of Grant for which you are applying	
Other sources of funding (how you intend to raise the balance)	
Benefit to the Community Please list the benefits that you consider this donation/grant will make to the community and/or its inhabitants	

Name..... Signed.....

Date.....

Any Further Information