



Heytesbury, Imber and Knook Parish Council

Grants Policy

1. Introduction

- 1.1 At the discretion of the Parish Council, grants can be awarded to community organisations which must have a specific benefit to the residents of the Parish.

2. Procedure

- 2.1 The Parish Council will consider applications at the published Parish Council meetings on receipt of a fully completed application form with all supporting papers. It is preferable that the papers are provided digitally. All applications will need to be submitted at least two weeks before the published meeting and will not be discussed unless detailed on a Parish Council agenda.
- 2.2 Grants will be made in accordance with the following criteria:
 - a) There will be direct benefit to the residents of the Parish
 - b) The direct benefit which will accrue to the area or inhabitants will be commensurate with the amount of expenditure.
 - c) That, with the exception of disaster fund appeals, no grants will be made to national based organisations unless they can show the proportion of direct benefit to the Parish residents.
 - d) Grants will not be made to individuals.
 - e) The grant application must be applied for by an authorised member of the charity or organisation.
 - f) Capital requests are preferable to revenue requests.
 - g) Only one grant per organisation will be given and this will be limited to £250 maximum.

3. Selection Process

- 3.1 The Parish Council will review each application provided that all supplementary information has been supplied.
- 3.2 Incomplete forms will not be considered.
- 3.3 cheques will be issued shortly after the decision making.