

NETTLESTONE AND SEAVIEW PARISH COUNCIL



GRANT APPLICATION POLICY AND GUIDELINES

Application Guidelines

Aim of Scheme

The Grants Scheme offers grants to support local organisations contributing to the local community in Nettlestone and Seaview.

Objectives

- To fund not for profit clubs/organisations based and working in Nettlestone and Seaview or those organisations that help the Parish /Community.
- To enable clubs/organisations wishing to improve the quality of facilities or services for the Community.
- To support small groups/organisations/clubs that are working to benefit Nettlestone and Seaview /Residents.

The Parish Council will not support funding:

- For individuals or profit-making organisations
- For retrospective applications (i.e. you must not have committed yourself to the expenditure prior to application)
- To groups or organisations that do not benefit Nettlestone and Seaview/Residents.

Application Process

1. All applicants must complete the Application Form and supply all additional information as advised within it. Failure to provide all necessary supporting information will result in the rejection of your application.

2. Applications will be considered four times a year at a full Council meeting. The deadline for applications are the 31st January, 30th April, 31st August and 31st October each year.
3. We have a small annual budget for the Small Grants Scheme. On receipt of your application an acknowledgement email will be sent to you and as far as possible claims will be considered at the next meeting where grants will be considered i.e February, May, September or November.
4. Applicants will be notified of the Council's decision following this meeting.

Conditions for Approved Grants

Successful applicants must:

- Only use the grant for the purposes stated in the application
- Carry out the project / expenditure within 6 months of receiving the grant
- Provide the Council evidence that the grant has been applied in accordance with the application within 6 months of the grant being awarded.
- Grants for any amount up to £500 will usually be considered under the terms outlined in these guidelines.
- Grants over £500 will also be considered but may be subject to the Council requesting further details about your organisation and/or its financial position.
- Payments will only be paid directly to the official account of your organisation or the supplier of the goods/services required for the project.

If any of the above are not adhered to then the grant may have to be repayable in full.

For Further Information

If you have any queries regarding the Application Guidelines or you have any problems filling the form in please contact:-

Brian Jennings,
Clerk to Nettlestone and Seaview Parish Council,
2 Harrow Cottages
Nettlestone Hill
Isle of Wight
PO34 5DU

Policy approved by Council resolution 16th November 2015 (Minute No 15/113)

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