



## Grants Policy

### Types of Grant

Stonehouse Town Council will award grants in four categories:

#### **1. Small grants**

Grants under £1000 will be considered at any time of the year and a decision is likely to be given within a 2 month period.

#### **2. Large grants**

Applications for grants over £1,000 will normally be considered during November to enable the council to precept accordingly. In exceptional circumstances large grants will be considered at other times of year.

#### **3. Revenue Funding**

The Town Council will provide annual grants for revenue funding to organisations judged to be in need of such funding and to provide a significant service to the people of Stonehouse.

These grants may run for several years but, in November, each organisation will be expected to provide a brief annual report to the Town Council along with their annual accounts.

At present these organisations comprise:

- Citizens Advice
- Share and Repair

This list will be reviewed every year to ascertain that the organisation is still providing a useful service to Stonehouse inhabitants.

Applications from other organisations for revenue funding will be considered in November each year.

#### **4. Carbon Reduction Grants**

All grant applications will be required to include identification of positive and negative environmental impacts.

In addition, a proportion of the grants budget will be reserved for projects and organisations specifically aimed at contributing to carbon reduction.

We anticipate projects in this category will fit into one or more of the following themes, though we also welcome innovative schemes which further the aims of this grant, but do not fit within these categories.

- Energy conservation and renewable energy,
- Reduction in energy use in homes, businesses and elsewhere,
- Low carbon transport,
- Farming and food, particularly the production, sale and consumption of locally sourced food,
- Community involvement in reducing CO2 emissions.

Applications in this category will be considered at any time of year but may be deferred if the sum requested is over £1000.

The Town Council reserves the right to transfer applications between funding streams.

### **Who can apply?**

As the money that is available for grants is limited the Council has guidelines which it follows when deciding which applications to approve. These are:

- The organisation applying must be non-profit making.
- The organisation should be Stonehouse based and provide a useful service to the community OR an organisation which is not Stonehouse based, but which can show that it provides a service or facility which is used by a significant number of Stonehouse residents.

### **What will we not fund?**

- Retrospective funding.
- Funding for individuals.
- Funding for political activities.
- Applications for events exclusively for members for a particular faith group.
- The grant will not support other public sector bodies i.e. schools, social services, however community and voluntary groups associated with these may apply.

### **How do I apply?**

- A completed Application Form should be returned to the Town Council Office at the address shown on the form and, if appropriate, by the relevant date.
- To support your application you should enclose -
  - i) a copy of the accounts of your organisation for the last financial year and a recent bank statement dated within 3 months OR if a new group, a full financial plan for the year.
  - ii) for revenue grants, in addition to the above, a copy of audited accounts for the last financial year and a copy of the organisation's governing document or equivalent documentation.

### **Notes:**

1. Cheques will only be made payable to the organisation named, not private individuals.
2. Grants should be spent within the financial year for the purpose for which they are given.
3. All recipients will be required to provide a written and possibly verbal report to the Council on how the funds were spent. Grant aid in any one year does not set a precedent for funding in subsequent years, except in the case of revenue grants.
4. Applications must identify how the project will impact on the environment.

Reviewed: 15<sup>th</sup> Feb '21 (minute number: TC2558)

Next Review: Feb 2024