

Nympsfield Parish Council Grant Awards Policy.

Nympsfield Parish Council has some limited funding available, to assist projects located in Nympsfield which benefit the community. Nympsfield Parish Council is committed to providing assistance and support to local community groups which are set up to enhance community life for Nympsfield residents. Financial support is provided by way of grants, which are decided against criteria set by Nympsfield Parish Council. The amount of money available for grant aid varies each year, depending on the overall council budget. Nympsfield Parish Council are committed to following best practice in grant giving, providing value for money for local taxpayers and ensuring that public money is spent in a responsible manner. In order for Nympsfield Parish Council to assess disparate applications rationally and objectively, each application is tested against a range of criteria, as described below. These are not exclusive and can be flexibly applied. In addition, please see the terms and conditions below.

Nympsfield Parish Council grant criteria.

- Has the group/project followed our grants process and do they meet our requirements and grant giving policy?
- What impact will the grant make to the benefit of Nympsfield?
- Is there evidence of a well-managed group, including previous experience and track record?
- Is the group and/or project financially sustainable and viable?
- Has funding been sought and/or obtained from other sources?
- What attention has been given to environmental considerations? See terms and conditions.
- Is there evidence of compliance with previous grant award conditions?

Exclusion criteria.

Nympsfield Parish Council will not fund the following:

- Organisations that do not provide a service to the community in Nympsfield.
- Appeals supporting an individual.
- General appeals.
- Statutory organisations or the direct replacement of statutory funding.
- Political groups or activities promoting political beliefs.
- Religious groups where funding is to be used to promote religious beliefs.
- Arts & sports projects with no community or charitable element.
- Medical research, equipment or treatment.
- Animal welfare.
- Projects that may take place before an application can be decided.
- Organisations that have a closed or restricted membership.

- Equipment or other costs that have already been purchased or incurred prior to the application being considered. Projects where the work has already been completed. The repayment of loans or cost of services, equipment or provisions, made in anticipation of a grant.

The Application Process.

To apply for a Parish Council grant you would normally be a charity, community group or local voluntary organisation, preferably with a constitution and dedicated bank account, who provide or wish to provide a service to the community of Nympsfield.

Apply for funding using the application form, which can be downloaded from the Council's website, or on request by email from the Parish Clerk. The Clerk can also provide advice if required. Please email clerk@nympsfieldparishcouncil.org

Grant applications will be considered if all sections of the form are completed and appropriate supporting information/evidence is supplied. All valid grant applications will be assessed and presented to the Council for consideration quarterly. Applicants will be notified of the decision promptly.

Payment timetable.

A successful grant application will normally receive payment within 1 month of the grant decision.

Monitoring and reporting requirements.

If requested, successful applicants must provide Nympsfield Parish Council with timely written evidence of how the money has been spent and the benefit it has brought to the people of Nympsfield. Decisions made with consideration for environmental impact should be reported. Evidence can include copies of invoices and receipts, plus attendance numbers, photos, press clippings etc, where applicable.

Grant terms and conditions.

- Grants are awarded on an annual basis and an award made this year is not an indication that funding will be continued in other years. Only one application per year will be accepted from any organisation. Grants should be spent within one year of award. Monies remaining unspent after this time must be justified or returned.
- The grant can only be used for the purpose stated in the application and the Council reserves the right to reclaim any grant not used for the specified purpose of the application. However, if a group wishes to change the purpose of the grant, they can seek approval by writing to the Council who will consider whether to approve the change.
- Organisations are responsible for ensuring that they are in compliance with all applicable legal and statutory requirements (including those relating to health and safety and equalities).
- Should for any reason the organisation be disbanded or the project not completed, the Council may ask for all or part of the monies to be repaid.
- Acknowledgement of the financial support received from the Council is required on documentation and any promotional material, including websites.

- Additional grant conditions may also be attached to any funding from Nympsfield Parish Council and these will be set out in the award confirmation letter. Failure to comply with any conditions attached to a grant may result in the grant being reclaimed.
- Assistance will be given on the basis of need, merit and contribution to the local community.
- Any assistance given will be subject to monitoring and subsequent evaluation of the outcome of the grant.
- The environmental impact of the proposal will be a key consideration for Nympsfield Parish Council; factors might include purchasing choices and the nature of the project itself.