Lympstone Parish Council Grant Awarding Policy

The following policy was adopted and agreed by Lympstone Parish Council on 9th January 2023.

The following policy was reviewed and agreed by Lympstone Parish Council on **2nd March 2026.**

GRANT AWARDING POLICY

Policy Statement:

A grant is any payment made by Lympstone Parish Council to be used by an organisation for a specific purpose in the furtherance of the wellbeing of the community, either generally or for a specific purpose and which is not directly controlled or administered by the Parish Council. The purpose of the grant given by the Parish Council is to support initiatives in the local community and to help create opportunities for the residents of Lympstone that are not, as a matter of course, funded by them.

Guidelines:

1. Grant Application forms are available from the Clerk or from the Parish Council website. Application forms must be completed in full with all the questions answered and if available, appropriate additional information to support the application. A copy of the latest set of accounts for the organisation should be attached, if available.

2. Grant applications cannot be made retrospectively.

3. It is a condition of any grant application that the project or group must bring direct benefit to the residents of Lympstone. All applications must demonstrate how this will be achieved.

4. Applications will not be considered from:
• Organisations intending to support or oppose any particular political party or to discriminate on the grounds of race or religion.
• Private organisations operated as a business to make a profit or surplus.
• 'Upward funders' i.e. local groups whose fund raising is sent to their central Headquarters for redistribution.
• National Charities.

5. Applications will not normally be considered from national organisations or local groups with access to funds from national 'umbrella' or 'parent' organisations, unless funds are not available from their national bodies, or the funds available are inadequate for a specified project.

6. It must be understood that any grant must only be used for the purpose for which it was awarded unless the written approval of Lympstone Parish Council has been obtained in advance for a change in use of the grant and that any unspent portion of the grant should be returned to the Council by the end of the financial year in which it was awarded.

7. Lympstone Parish Council will give as much help as possible however the administration and accounting for any grant shall be the responsibility of the recipient.

8. Lympstone Parish Council reserves the right to request any further information that it deems necessary to assist the decision-making process. Account will be taken of the amount and frequency of previous awards and of the extent to which funding has been sought or secured from other sources or own fundraising activities.

9. Ongoing commitments to award grants in future years will not be made. A fresh application will be required each year.

10.The size of the grant awarded is at the sole discretion of Lympstone Parish Council and whether the grant is awarded in full or part.

11.Lympstone Parish Council reserves the right to refuse any grant application which is considered to be inappropriate or against the objectives of the Council.

12.Lympstone Parish Council requires a written or verbal report after three months and twelve months after the grant has been authorised. All grants will need to be utilised within one year of the grant being made. Photographs of how the funds have been applied would be appreciated; however, the parish council reserves the right to use such photographs for publicity purposes.

Lucy Tyrrell, Clerk and RFO to Lympstone Parish Council

Date of next review: **March 2028**