



GRANT AWARDING POLICY

Adopted on 19 September 2017

Introduction

Walberton Parish Council is committed to providing financial assistance and support to appropriate groups and organisations within the local community. This support is decided against criteria set by the council and in compliance with Sec 137 Local Government Act 1972 and is provided in the form of a grant. Grants will be awarded to organisations, such as sporting clubs, youth activities, and community leisure interests, which can demonstrate that they are likely to bring benefit to the parish as a whole, or a significant number or group of persons residing within the parish. Walberton Parish Council is also committed to ensuring that any money is spent responsibly whilst ensuring value for money for local taxpayers.

Aim

Walberton Parish Council awards grants to community organisations that can demonstrate that financial support will benefit the Parish by:

- Providing the opportunity for residents to take part in projects and activities
- Enhancing the Quality of Life of the residents of the Parish
- Improving the surroundings and environment
- Promoting Walberton, Fontwell and Binsted in a positive way

Application

This policy will come into force when adopted by resolution at a Full Council meeting and will be reviewed bi-annually.

General grant conditions

1. Grant awards are funded directly from the Parish Precept and eligible groups must be a 'not for profit' making body.

2. The availability of funds to support appropriate activities is dependent on the Council's overall financial position and grants therefore are likely to be restricted to amounts up to £750.00. A maximum of 15 applications will be approved in any one year.
3. 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.
4. Grants must be spent within 1 year of award. Evidence of spend must be provided if requested by the Parish Council. Any unspent monies left after this time must be returned.
5. Organisations are responsible for ensuring that they are in compliance with all legal and statutory requirements.
6. Acknowledgement of the financial support received from the Council is required on documentation and any promotional material.

Grant process

To ensure a consistent approach is applied to all requests for grants, Walberton Parish Council will review applications using the following criteria:

1. The number of parishioners likely to benefit, or whether a specific category of residents would receive a specific benefit (e.g. children, the elderly, etc.)
2. The Parish Council will not fund events or activities which can be fully funded by the relevant participants, or which can or will be self-supporting by means of donations, or grants from other organisations etc.
3. However, the Council on a case-by-case scenario upon justification received by the applicant will consider funding such projects that may usually be expected to be funded by the applicant.
4. Evidence of a well-managed group including track record
5. Financial sustainability and viability of group and/or project
6. Walberton Parish Council will not make general grants which cannot be specifically attributed to an identifiable project or activity.

Applying for grants

- Applications for grants are welcome from eligible groups, which are to be made on the application form to be received by the date specified.
- Applications received after the specified date will not be considered.
- How the grant will be of benefit to the local community and how many individuals or what groups of residents will benefit must be clearly stated.

- All applications will be considered by the Council at its next available meeting following receipt of the request.

Review history	Date
Draft policy presented to Full Council	19 September 2017
Adopted by Full Council	19 September 2017
Reviewed	8 October 2018 8 September 2020 6 July 2021
Date of last review	11 July 2023
Date of next review	11 July 2025
May 2025 Review process amended – Policy sent to Data Projection Officer and reviewed. This review will be carried out on an annual basis by both the Data Protection Officer and the Parish Council. The Parish Council will review this policy through Full Council – reference minute 15. FC/296/25	
Date of last review	16 September 2025
Date of next review	August 2026