

Billinge Chapel End Parish Council

Grant Awarding Policy 2024/25

The Parish Council will consider applications for grants from voluntary groups or charitable organisations. To qualify for an award, applicants must demonstrate that any funding received will benefit the Parish or its residents. Grant applications will be considered by the Council at its monthly meetings. In determining applications, the Council will refer to the guidelines in this policy.

Applications will be considered for the following purposes:

- provision of social events that benefit large numbers of Bilinge residents
- purchasing equipment either in part or in full
- funding transport to enable group members to take part in a group trip or outing regardless of their incomes
- training activities, including an outside trainer or facilitator
- activities that raise the profile of Bilinge
- running costs of a viable group that is experiencing a period of hardship
- hosting special events or celebrations
- provision of recreational facilities.

The following conditions are attached to any grants awarded:

Grants will not be awarded to individuals.

Additional applications within a 12 month period will not normally be considered.

An award must be used for the purpose for which the application was made. If a group is unable to use the award for the stated purpose, it must be returned to the Parish Council.

Organisations should normally make a contribution to costs from their own funds.

All awards must be properly accounted for and evidence of expenditure should be supplied if requested. If the Parish Council is not satisfied with arrangements, it reserves the right to request a refund of monies awarded.

The following guidance is provided on eligibility:

Any charity, voluntary group or community organisation may apply for funding.

They should operate within Billinge and should be of benefit to the local community, with the following provisos:

- The Parish Council will not fund activities it considers to be the responsibility of a statutory authority.
- The Parish Council will not fund activities that are outside its powers and functions.

The application process is as follows:

Groups should apply in writing, using the attached form, to the Parish Clerk, Billinge Chapel End Parish Council, The Public Hall, 216 Main Street, Billinge, WN5 7PE.

The application should set out the following:

- purpose of the grant requested
- likely cost of the activity
- the amount to be funded by the group itself
- number of residents expected to benefit or attend the event.

Please also include a copy of the organisations latest accounts.

Consent to Process Data

I agree that I have read and understand that by signing below, the Council may process my personal information for providing information and corresponding with me. I agree that the Council can keep my contact information data for an undisclosed time or until I request its removal.

I have the right to request modification on the information that you keep on record. I have the right to withdraw my consent and request that my details are removed from your database.

Note that this grant awarding policy will be reviewed annually with the next review due in May 2022.

Billinge Chapel End Parish Council

Grant Application Form

Please complete in block capitals

Name of charity, voluntary group or community organisation:	
Name of contact:	
Address:	
e-mail address:	
Telephone:	
Please provide a brief description of the purpose of the grant:	
What is the likely cost of this:	£
How much will be funded by the group itself:	£
Number of Bilinge residents expected to benefit from the grant:	
Please include a copy of your organisations latest accounts with this application form.	

Applications will be considered at monthly Parish Council meetings. Applications should be received by the first Friday in the month to be considered at that month's meeting.