



Community Grant Funding Policy

It is the Council's Policy that grants will be made to organisations, individuals or charities that directly benefit the people of Highworth area.

Applications will be considered by the Finance & General-Purpose Committee, in June, October and February following the relevant closing dates (see our website for the current list of Committee Meeting dates). Applicants are encouraged to attend the relevant meeting to present their project and to answer any questions that may arise.

Eligibility:

- Any Charity, Voluntary Group or Community Organisation
- Agencies that operate within Highworth and are of benefit to the local community, with the following provisos:
 - a. Highworth Town Council will not fund activities that it considers to be the responsibility of a Statutory Authority
 - b. Applications from schools for an activity that takes place within the school day will not be considered
 - c. Highworth Town Council will not fund activities outside its powers and functions

Conditions:

- Grants will not be awarded to individuals
- The Community Group or Organisation must demonstrate the level of benefit to the local community and be able to indicate that a large percentage of the participants are residents in Highworth
- The award must be used for the purpose for which the application was made
- If the group is unable to use the award for some or all of the stated purpose, all monies (or a proportion thereof) must be returned to Highworth Town Council
- All awards must be properly accounted for, and evidence of expenditure should be supplied as requested. An end of project/activity report form will be provided for completion and return to the Council. If Highworth Town Council is not satisfied with the arrangements, they reserve the right to request a refund of monies awarded
- A detailed budget plan and supporting evidence for grants of £500 or over is required
- Highworth Town Council must be credited on any publicity used to promote the project/activity

WHO/WHAT WILL NOT NORMALLY BE FUNDED:

- The activities of political organisations
- The activities of religious organisations, unless they can show they operate clear and open community activities which do not require membership or connection to the organisation and that the application will be of benefit to the community
- An organisation that discriminates on grounds of racial origin, gender, disability, age, (except for obvious reasons, such as becoming a member of a youth club)
- Organisations based outside of the United Kingdom and/or who do not operate in Pound Sterling
- Organisations that have a closed, or offer restricted, membership
- Salary costs will not be funded
- Core school expenditure will not be funded
- Any completed project

Notes:

- The Council's decision on any application is final and there is no right of appeal
- The Council reserves the right to decline any application without giving reasons for its decision
- Nothing in this Policy prevents the Council from providing a grant or donation to a group, organisation, or project without application where the Council considers that the giving of such a grant or donation will bring benefits to residents of the Parish
- Where a Member of the Council is a member of a group/organisation applying for funding, that Member must declare, in accordance with its Code of Conduct, an interest in the matter and refrain from voting

Should an application be received which does not meet this criterion, the application will be returned to the applicant by the Town Clerk.