

NORTH CLAINES PARISH COUNCIL
GRANTS TO VOLUNTARY ORGANISATIONS

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1. Stewardship of public funds

- 1.1 Local councils are often asked to give grants to other organisations. All requests are dealt with equitably and we have to ensure that we have discharged our responsibility for the proper stewardship of public funds.
- 1.2 Hanbury Parish Council must ensure that the voluntary organisation is sufficiently well managed to give the council confidence that the money it provides will be well spent and that it will be used for the purpose given. What those steps are will vary according to the amount of the grant, the size of the organisation and the length of time for which it is envisaged the relationship between it and the council will last.
- 1.3 Local councils can do anything which is conducive to the discharge of any of their functions. If the purpose for which the grant is requested is included in any of those functions, they may spend money on it. (s111 Local Government Act 1972)
- 1.4 If there is not a specific power to spend money on the purpose for which the grant is needed, the council can incur expenditure which will bring direct benefit to their area. (It is, of course, preferable to rely on a specific power, as the amount in total which a council may spend relying on the s137 power is limited to an annual amount per elector. (s137 LGA 1972 see CALC good practice guide)
- 1.5 The council must, of course, have the budget to spend on the relevant function. This is likely to be expressed as an amount from which to give grants or to be the budget head for the specific relevant function.

2. Applications

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2.1 When considering a grant application, the council will consider the following points: -

- Has the council the power to make this grant?
- Will all or part of the parish or all or some of its inhabitants benefit from this grant?
- Has the applicant demonstrated some degree of fund-raising on a 'self-help' basis?
- Has the applicant applied to other authorities/sources of funding?
- If the applying group employs paid staff, is it a registered charity?
- What amount of funding is available in the grants budget?

2.3 The council expects the organisation to support its application for funding by providing the following information:

- A copy of its constitution.
- A list of the members of its managing committee and their roles.
- A copy of its last year's audited final accounts and current year's budget.
- A list of other funders and the value of their funding.
- A description of the project for which the grant is required.
- A timetable for the completion of the project.
- The outcomes by which its successful completion can be measured.
- If the project is to take place over an extended period, the timetable should include ascertainable milestones by which the completion of the stages of the project can be assessed.
- If the grant is not to support a project, a list of measurable outcomes that will result from receipt of the grant money to be received.

3. Reports

3.1 At the end of the relevant period, or at suitable intervals if the grant is to fund activity over an extended period, the council should receive reports from the organisation which demonstrate its successful completion by reference to ascertainable outcomes.