



*The Council of the  
Parish of Esh*  
**Grants & Funding Policy  
2022/2023**

**The Parish Council agreed that applications for funding and grants may be awarded to the maximum of £300 per organisation per fiscal year. The Parish Council have budgeted £3800 in total for 2022/2023.**

**Who can apply?**

- Local Community groups, voluntary organisations, and sports/recreational clubs
- Community groups offering a service or facility for the benefit of the residents of the Parish. Groups located outside of the Parish are also free to apply if they offer a similar benefit to residents.
- Individuals, if the application is supported by the organisation to which they belong.

**What can you apply for?**

All eligible applications will be assessed on merit. Normally, only one grant will be given to any one organisation in any one fiscal year.

**When and how should an application be made?**

The Council will accept applications throughout the year. All applicants must complete the Grants Application Form, which is available from the Parish Clerk. The Application will be considered at the following Council meetings, usually held on the 2<sup>nd</sup> Wednesday of the month, except in August.

**What is required with the application?**

- a) Completed application form.
- b) A copy of the groups most recent financial information
  - i. Bank Statement showing current balances
  - ii. Income/Expenditure accounts or other financial details showing details of the previous year.
- c) Copy of the organisation's constitution/terms of reference or rules.

### **What will not normally be funded?**

- The activities of political organisations
- The activities of religious organisations
- Events that have already occurred or for equipment already purchased
- Loan repayments
- Organisation that have closed or restricted membership (excluding youth clubs)

### **What would be considered for funding?**

- **All applications received will be considered on merit. However, priority will be given to the specific projects of an organisation over the general running costs of such. Priority will also be given to organisations within Esh Parish area.**
- **Applications from National and Countywide organisations will be considered at the end of the financial year.**

### **What are the terms and conditions?**

- The grant can only be used for the purpose stated in the application and the council reserves the right to reclaim any funding found to not have been used to for the specific purpose stated in the application.
- Should for any reason a group or organisation disband during the period of the grant the Council may ask for all or part of the funding awarded to be repaid.
- Organisations must contact the Clerk to the Council before any equipment or resources purchased or part-purchased using Council funding is disposed of.
- The Council reserves the right to monitor the use of the grant and welcomes reports from groups as to how the grant was used and what outcomes it has achieved.
- Organisations are fully responsible for ensuring that they remain in compliance with all legal and statutory requirements.
- Failure to comply with the Term and Conditions of funding may lead to the funding being withdrawn and the monies being recovered in full this action may also affect future applications to the Council for financial assistance.

### **More information?**

**If you would like to discuss your application or project, then please contact the Parish Clerk, Mrs Leeanne Owens on 0191 373 6687 or email [clerk@eshparishcouncil.gov.uk](mailto:clerk@eshparishcouncil.gov.uk)**

**Date: \_\_\_\_/\_\_\_\_/\_\_\_\_**

**Esh Parish Council  
Grant Application Form**

<b>Name of Group</b>	
<b>Address of Group</b>	
<b>Contact Name</b>	
<b>Contact Telephone Number</b>	
<b>Name of project</b>	
<b>Brief Description of project</b> Please continue onto an additional sheet if required	
<b>Amount requested</b>	£
<b>How will the project benefit the residents of the Parish?</b> Please continue onto an additional sheet if required	
<b>Financial Information attached?</b> Please tick	Yes _____ No _____

**Declaration**

**I confirm that I am properly authorised to act on behalf of the organisation/group submitting this application form. I understand that by giving false or misleading information it may result in the award being clawed back or legal action taken.**

**I understand that I am required to ensure that I have proof of expenditure/costs declared, and that such proof must be retained for a minimum of 6 years, that I may be required to provide proof of this if requested and a site monitoring visit may take place. The inability to be able to provide proof may result in claw back of reward or legal action.**

**I understand that if we do not spend the entire grant the balance will be returned to the Council.**

**I confirm that we HAVE NOT approached another funder for the same project needs.**

<p><b>Signature of applicant</b> Must be aged 18+  Date-----\-----\-----</p>	
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