

## WARDEN PARISH COUNCIL

### GRANT AWARDING POLICY

#### 1. **Scope of Funding**

Funding support will be made available to voluntary and community sector organisations that are:

- Based in or around Northumberland and delivering activities or services to the people of Warden;
- Based outside of Northumberland but are providing services/activities or services not otherwise available to the people of Warden.
- A Parish Council grant application is required to be completed by applicants requesting funds over £100.

#### 2. **Availability of Funds**

The availability of funds to support voluntary activities is dependent on the Council's overall financial position and the choices it makes when allocating its resources. The Council will supply direct financial support in the form of grants to eligible bodies.

#### 3. **Definition of a Grant**

A grant is defined as an award of funds to an organisation to undertake Voluntary and Community activities. The organisation themselves determine their activities and the Council makes a financial contribution through awarding funding.

#### 4. **Eligible Groups**

**An eligible group will usually:**

- Be a 'not for profit' body or they recycle profits or income for the public good,
- Work for the benefit of the community of Warden,
- Be independent and determine their own aims and objectives,
- Be formally constituted, have a management committee made up of volunteers who are the employing body, range from small local self help groups to branches of national charities, have a formal constitution and/or have charitable status.

**Eligible groups can also include:**

- Voluntary organisations which employ paid workers for their experience or skills and may or may not have volunteers to carry out some of their activities,
- Community groups generally which have no paid workers and so are made up entirely of volunteers.

**The Council will allocate resources to the eligible groups:**

- Against clear and consistent criteria,
- That achieve quality and effectiveness of services,
- Have common and transparent arrangements for agreeing objectives, monitoring performance and evaluation.

**In order to maintain a consistent approach, all requests for grant funding will be reviewed by Council in the following areas to achieve Best Value:**

- Level of service delivery/value for money
- Quality of service
- Financial management
- If there is a real need for financial assistance from the Council
- Meeting gaps in existing provision
- Governance
- Meeting changing needs
- Attracting new funding sources
- Reducing duplication
- Increased voluntary involvement

**5. Decisions**

Decision making will be on the basis as set out in paragraph 4 and a decision will be made by Council Members at the next Council meeting but usually within 8 weeks of application

**6. Performance Management**

- The Council recognises that performance management is an important means of showing that the public money is spent in the right way and achieves best value.
- In the allocation of monies, there will be the need to ensure the effective monitoring and evaluation which focuses on outcomes. To achieve this it is proposed that monitoring should be proportionate to the amount of funding support awarded. Monitoring should also be used to demonstrate achievement, and there is a need to keep information collecting as simple as possible for groups.

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APPLICATION FOR GRANT

Please note that this application will not be considered unless it is accompanied by a copy of the latest set of annual accounts showing the organisations income, expenditure and level of balances. If the organisation does not prepare annual accounts, copies of the bank statements covering the previous six months must be enclosed.

We reserve the right to obtain additional information.

1.	Name of Organisation	
2.	Name, Address and Status of Contact	
3.	Telephone Number of Contact	
4.	Is the Organisation a Registered Charity?	Yes/No
5.	Amount of grant requested	£
6.	For what purpose or project is the grant requested?	

7.	What will be the total cost of the above project?	£
8.	If the total cost of the project is more than the grant, how will the residue be financed?	
9.	Have you applied for grant for the same project to another organisation?  If so, which organisation and how much?	
10.	Who will benefit from the project?	
11.	Approximately how many of those who will benefit are parishioners?	

You may use a separate sheet of paper to submit any other information which you feel will support this application.

Signed.....

Date.....

Warden Parish Council  
65 Addycombe Gardens  
Rothbury  
Morpeth  
NE65 7PE

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Warden Parish Council  
Grant Awarding Policy  
Adopted by full Council on 01/07/24

Reviewed 11/5/26