a) Brandon & Bretford Parish Council will consider applications for grants from voluntary groups or charitable organisations.

b) To qualify for an award the applicant must be able to demonstrate that any funding from the Parish Council will benefit the Parish, or residents of the Parish.

c) Grant applications will be considered by the full Council.

d) In determining the validity of an application, the Council will refer to the following guidelines:

2. Applications will be considered that:

   a) Provide a service
   b) Enhances the quality of life
   c) Improves the environment
   d) Promotes the Parish of Brandon & or Bretford in a positive way

3. Conditions:

   i. Grants will not be awarded to individuals or groups personal profit or gain.
   ii. Additional applications within a 12 month period will not be considered.
   iii. The award must be used for the purpose for which the application was made & stated on application form.
   iv. If the group is unable to use the award for the stated purpose, all monies must be returned to the Parish Council.
   v. All awards must be properly accounted for and evidence of expenditure should be supplied as requested. If the Parish Council is not satisfied with the arrangements, they reserve the right to request a refund of monies awarded.
   vi. Donations to Registered Charities in response to a general fundraising appeal may be considered if there is a benefit to residents of the Parish.
   vii. On completion of the project, notification of completion should be sent to the Parish Council for records.
   viii. The policy may be amended at any time by Council following a motion having been published on the agenda.

4. Eligibility:

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

5. Submission of Application:

   a) Applications must be submitted by 1st September for consideration in the following year’s budget.
   b) The application form must be completed in block capitals in black ink.
   c) The applicant should retain a copy of the form.
Application for Grant for Voluntary Organisations

Whenever possible new applications should be accompanied by the most recent set of accounts of the organisation applying. Should none be available an explanation must be provided, if possible with substantiating evidence, to enable the Council to make a judgement as to the viability of the applying organisation.

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<table>
<thead>
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<tbody>
<tr>
<td>1. Name of Organisation</td>
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<tr>
<td>2. Name, Address and Position of Contact in Organisation</td>
<td></td>
</tr>
<tr>
<td>3. Telephone Number of Contact</td>
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<tr>
<td>4. Is the Organisation a Registered Charity?</td>
<td>Yes</td>
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<tr>
<td>If yes, Charity Number</td>
<td></td>
</tr>
<tr>
<td>5. Amount of grant requested</td>
<td>£</td>
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<tr>
<td>6. For what purpose or project is the grant requested?</td>
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<tr>
<td>7. What will be the total cost?</td>
<td>£</td>
</tr>
<tr>
<td>8. When will the money be spent?</td>
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<tr>
<td>9. Who will benefit from the project?</td>
<td></td>
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<tr>
<td>10. Approximately how many Brandon &amp; Bretford parishioners will benefit from this grant?</td>
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</table>

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

Signed ……………………………………………………..Date…………………………..

Name (In capitals) …………………………………………………..