

Redgrave Parish Council

Grants and Donations Policy

Introduction

1. Redgrave Parish Council will set a budget each year for donations and grants to organisations that undertake work or provide services of benefit to the Parish and its residents.
2. Donations are defined as contributions towards the cost of specific projects or other one-off costs.
3. Grants are defined as recurring annual payments towards the general running costs of an eligible organisation.
4. All requests for donations and grants will be considered and assessed against the criteria outlined in this policy. There will not be a formal application process, nor a specified application timescale – organisations may approach the Council at any time with a request in writing.
5. Applications will be especially welcome from organisations that complement services delivered by local authorities.

Criteria for eligibility

6. Donations will only be made to charitable, voluntary and other non-profit-making organisations.
7. Commercial companies will not be eligible for donations or grants in any circumstances.
8. Requests for donations in association with national appeals will in general be rejected, unless a specific connection with the parish can be demonstrated.
9. Applicants should be able to demonstrate that their work is of benefit to the parish and its residents.

General Conditions

10. The Council may require confirmation that donations and grants have been spent for the purpose and on the project/activity for which they were given.
11. The Council may require appropriate recognition for any donation or grant awarded.
12. Donations will not normally be made for work already undertaken, or services already delivered.
13. Grants towards running costs will not be made if the request is in response to cuts in grants previously made by other local authorities.
14. In response to a single application for a grant towards running costs the Council may agree to make a grant each year for a period not exceeding four years. An eligible organisation may make a new application for a grant to start from the end of an existing agreement.
15. The Council will not normally consider more than one request for a donation from an organisation in

any one financial year.

16. The award of a donation in one year will not set a precedent for the Council's response to any further requests for donations in future years.

17. An organisation may make applications for both a donation and a grant, even within the same financial year, subject to the criteria and conditions above.

Policy Review

18. The Council will agree a budget for Donations and Grants as part of the general budget-setting process each year.

19. This Donations and Grants Policy will be subject to a formal review by the Parish Council at least every four years.