

ST IVES TOWN COUNCIL



Grants Policy

Introduction

St Ives Town Council has powers to award grants to local organisations to support their activities in the Parish of St Ives. In doing so, the Town Council is aware of its responsibility for public funds and for the distribution of these funds to be properly managed.

Each year the Town Council allocates a specific amount of funds to be made available as grants to local organisations. Throughout the year applications are considered by the Community and Amenities Committee and their recommendations are reported to the Council. Only the Town Council can approve the award of grant funding.

Priorities

The priorities in awarding grants are set out below:

To benefit communities in the Parish of St Ives by supporting organisations and projects which help to improve safety, recreation, education, community pride, sports, art and culture.

Applications

Grant applications will only be considered if submitted on a Grant Application Form with all supporting documentation. A copy of the latest set of approved accounts to be submitted, along with a copy of the groups Constitution or similar document.

Criteria

The grant scheme is unable to support:

- Costs of routine maintenance and repair of equipment (unless in exceptional circumstances)
- Salary or routine administration costs
- Individuals
- Hospitality

Applications from organisations with substantial unallocated resources will not be considered a priority for funding.

Grant applications will be considered against the following **criteria**:

- meeting the priorities as set out above
- meeting an identified need
- viability of the project
- majority of those to benefit should be residents of the Parish of St Ives

Awards will **not** be made to:

- commercial enterprises which aim to generate a profit
- projects with party political links
- projects which discriminate on the grounds of race or religion
- individuals
- services which should be provided by statutory funding

Awards will not normally be made

- to 'branches' that could be funded by their main organisation
- for buildings that are uninsured

Applications from organisations with substantial unallocated resources will not be considered a priority for funding.

Applications from schools, religious groups etc will be considered where a clear benefit to the wider community can be demonstrated, irrespective of their religious beliefs.

Applications from health, education or social services will be considered where there are benefits to the wider community and the project is in addition to statutory services.

Banking arrangements

The organisation should have a bank account in its own name with at least two authorised representatives required to sign each cheque.

Other notes

St Ives Town Council reserves the right to reclaim the grant in the event of it not being used for the purpose specified on the application form.

Grants will only be awarded for forthcoming projects – not retrospectively.

In the case of grants awarded for projects for which additional grant funding is to be sought to enable the project to proceed, the funds approved will be available to the organisation until the end of the financial year in which they were awarded, unless otherwise determined by the Council when approving the grant. Should the funds continue to be required for the project, a Grant Renewal Application must be submitted, usually for consideration by the Council in March of the current financial year.

Organisations seeking funds for buildings must demonstrate a reasonable security of tenure in the relevant property.

To be included on the agenda, grant applications should be received by the Town Clerk no later than 10 working days before the relevant Community and Amenities Committee.

Application forms are available from:

St Ives Town Council, The Guildhall, Street An Pol, St Ives.
Tel. No. 01736 797840