

WEST BLETCHLEY COUNCIL
POLICY FOR AWARDING GRANTS TO LOCAL GROUPS AND
ORGANISATIONS

West Bletchley Council makes provision within annual budget calculations, to provide support to local groups and organisations operating within West Bletchley.

The way that West Bletchley Council allocates funding and resources can essentially be divided into three main methods:

1. Funding provided through a formal partnership agreement
2. Informal engagement and working together
3. Funding awarded through grants.

Partnership agreements set out arrangements and responsibilities for ongoing funding arrangements for organisations working in partnership with West Bletchley Council to provide services for the benefit of local residents. This may include core running costs which are necessary to facilitate this provision. Partnership agreements are reviewed at the end of each financial year.

The aim of the grant funding scheme is to provide financial support to local groups in respect of specified projects which benefit West Bletchley residents and add value to current activities available to the local community. The scheme is actively promoted and the Council encourages applications from local groups and organisations.

The Council will consider applications from:

- Local Community Groups
- Voluntary Sector Organisations
- Registered Charities
- Community Interest Companies
- Social Enterprises
- Sports Clubs
- Faith Groups – although requests to support narrowly religious activities will not be considered

The Council will not consider applications from:

- Political parties
- Individuals
- Companies which aim to make a profit.

In general, the Council invites grant applications for amounts between £250 and £5,000, although requests outside of this band will be considered in exceptional circumstances.

The grant funding scheme will not be used to fund running costs, accommodation or staff salaries, as any consideration of funding for these would be through the development of a formal partnership agreement.

All applications will be considered on their merits and grants will not be awarded retrospectively. Only one application for a grant from any organisation, for the same specified purpose, will be considered in a 12 month period.

Grant applications received will be considered and approved/declined by the Council's Community Committee. A schedule of committee meeting dates is published on the Council's website. Please contact the office for the relevant submission deadlines for grant applications for each Committee.

Applicants will be advised of the Committee's decision in respect of grant applications as soon as practicable following relevant Committee meetings. Funds are paid to the successful organisations by cheque and can only be used to fund the purpose(s) stated on the application.

All successful applicants will be required to provide a simple report at the completion of the project, with photographic evidence if appropriate. The report will show how funds have been spent and detail how benefits have been delivered and must be submitted within 6 weeks of the completion of the activity or purchase.

The Council also reserves the right to make such reports and/or photographs public, such as inclusion within the Council's quarterly newsletter (Open Door) and on the Council's website and social media sites. This will enable outcomes achieved to be celebrated, as well as raise community awareness of local organisations and the additional benefits to West Bletchley residents enabled by the grant funding scheme.

August 2016

Reviewed May 2018