



Grant Application Policy

1. Introduction & Legislation

- Upton Parish Council supports community groups in Upton Parish for the benefit and well-being of its residents.
- Upton Parish Council can award grant funding to local organisations, subject to legislation governing its spending powers.
- Where no other specific spending power is available, the Council may use S137 of the Local Government Act 1972, provided it does not exceed the annual prescribed limit and the spend directly benefits the parish or its inhabitants.

2. Aims & Objectives

Upton Parish Council will support grant funding applications that are aligned to the following aims and objectives:

- To enable local participation in voluntary groups.
- To improve effectiveness of local voluntary groups.
- To ensure local needs are met via the voluntary sector service provision.
- To support those experiencing social and economic difficulties.
- To provide equal opportunity for all residents to access the services funded.
- To enhance the local environment.
- To achieve value for money.

3. Grant Priorities

Upton Parish Council will prioritise grant applications based on:

- Benefit to Upton and its residents.
- Well-managed groups with a good track record.
- Financial sustainability of the group/project.
- Evidence of partnership working.

- Match funding from other sources.
- Compliance with previous grant conditions.

4. Eligibility Criteria

Grant applications must meet the following eligibility criteria:

- Local community groups/organisations benefiting Upton.
- Must have a constitution, a safeguarding policy and a dedicated bank account.

Upton Parish Council will **not** consider applications for the following:

- Individuals, general appeals, statutory organisations, political/religious groups, arts & sports without community/charitable element, medical research/equipment/treatment, animal welfare, loan repayments, and prior-incurred costs.

5. Amounts Awarded

- The total funding pot available for grants varies each year, depending on Upton Parish Council's annual budget.
- Grant applications can be made at any time during the fiscal year.
- Grants are limited to one application per organisation per annum, although in extenuating circumstances, the Council may, at its discretion, award more than once.
- Grants are capped at £1,000 in any one fiscal year, although in extenuating circumstances, the Council may, at its discretion, award greater than this.
- Upton Parish Council reserves the right to review the accounts of any organisation which receives funding, before or after the event/project has been completed.

6. Application Process

- Apply by completing an application form, which can be downloaded from the Council's website or is available from the Clerk.
- Provide the relevant supporting information and email to clerk@upton-pc.gov.uk

7. Award Process

- Valid applications are assessed and presented to full Council for approval.
- Successful applicants will receive grant funds via BACS payment to the organisation's bank account.

- Grants awarded must be used for the stated purpose. Recipient organisations must seek Council approval for any change of use.
- Recipient organisations are responsible for ensuring their project complies with all applicable legal and statutory requirements.
- If the recipient organisation disbands, or the project is not completed, Upton Parish Council may ask for all or part of the monies to be returned.
- Recipient organisations must acknowledge Upton Parish Council's support in writing and promotional materials.
- In some circumstances, Upton Parish Council may set additional conditions and must be adhered to by the recipient organisation.

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