



Wheathampstead Parish Council

The Memorial Hall
Marford Road, Wheathampstead, Herts. AL4 8AY

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The Memorial Hall,
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Wheathampstead,
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Wheathampstead Parish Council Community Grant Scheme

Wheathampstead Parish Council (the Council) is pleased to announce that we are now inviting applications for community grants for 2017-2018. Please see the attached application form and contact the Clerk Julia Warren at info@wheathampstead-pc.gov.uk for more information. Projects must be achievable within a year and grants are for a maximum of £500 each.

All grants are purely at the discretion of the Council. The Council is not bound by previous decisions, and retrospective grants will not be considered.

Once awarded the Council will require written confirmation of how the grant has been spent. This may include a report, photographs, copies of receipts etc. Applications will be considered twice yearly by the Community Involvement Committee.

The Council support voluntary and charitable organisations that provide services of direct benefit to the residents of the village. The granting of funds will be considered in line with the aims of the Council are which to improve the quality of life for the residents of Wheathampstead by ensuring that it is a desirable, thriving and sustainable place in which to live.

Applications should consider :

1. The benefit to the local community
2. Increasing local people's engagement and interest in local democracy
3. Promoting involvement in community life
4. Bringing together people from different backgrounds
5. Reducing inequalities
6. Supporting individuals with disabilities
7. Engaging young people in positive activities
8. Supporting the needs of the elderly

The funds are considered as "one off" grants and are limited with competition for grants funding high. However, this should not deter groups from applying for a grant, as the Council is aware that small amounts of funding for start-up groups

can be vital. When granting funds we will look for evidence of achievement of these policies.

Applications will be particularly welcome from:

- Voluntary groups that provide services for other people.
- Voluntary groups that support disadvantaged people to access something they could not otherwise access.
- Applications to purchase items that will be shared by many.
- Different and innovative events or projects that benefit the community.

Please consider the following points when applying:

1. All Grant requests must be made on the appropriate form (see below)
2. Grants will only be made to organisations (not individuals) with bank accounts.
3. Grants will not be made towards salaries or payment of staff.
4. Grants will not normally be paid for ongoing revenue cost.
5. Only voluntary non-profit making organisations specifically serving Wheathampstead will be considered.
7. All applications must specify a specific item(s) to be funded.
8. Applications must be received at least two weeks before consideration and must be accompanied by the organisations up to date audited or verified accounts, or accounts prepared by a Chartered Accountant. In the event of concern in considering the accounts, the organisation may be asked to provide further information such as a constitution.
9. No organisation will be allowed more than one application in any one financial year of the Council.
10. Any money granted will be paid directly to the organisation and not to any individual or private bank account.
11. Once paid, the money must be used for the intended purpose and for no other unless so specifically allowed by this Council.
12. The recipient organisation shall acknowledge Wheathampstead Parish Council as a funding source in promotional matters.
13. The recipient organisation shall indemnify Wheathampstead Parish Council against any claim arising from any party as a result of any incident associated with the matter being funded.
14. The Grant budget will be determined in advance of the financial year and will not normally be exceeded.

Wheathampstead Parish Council Grant Application Form

Please complete this application form for a grant, for consideration by Community Involvement Committee (it would be helpful if a member of your organisation could come to this meeting). Please return the form to the Clerk as per the address below.

Contact details for person responsible for application:

Name:.....
.....
Address:.....
.....
Telephone number:.....Email
address:.....

Name of

Organisation:.....

Address of organisation (if different from above)

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.....
Telephone:.....Email.....
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Nature of organisation:

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Membership number: **Percentage living in
Wheathampstead:**

**How does your organisation benefit the residents of
Wheathampstead:**

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Amount of grant sought:

Purpose of grant:

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Total cost of project:

Current financial status (please enclose the last two years' audited accounts):

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Other sources of income (if applicable):

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What, if any, fundraising has your organisation already undertaken:

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Explain how you intend to maintain the financial viability if your organisation:

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Please feel free to include other information that would help the Council in its decision on an attached sheet.

Please return to Julia Warren, Clerk to the Council, Wheathampstead Parish Council, The Memorial Hall, Marford Road, Wheathampstead, Hertfordshire AL4 8AY. Email: info@wheathampstead-pc.gov.uk