

KIRKBAMPTON PARISH COUNCIL

GUIDANCE NOTES – 2018/19

APPLICATION FOR GRANT AID FROM COMMUNITY & VOLUNTARY ORGANISATIONS

- The Council will only give to organisations involved in activities designed to benefit its residents.
- Each application will be assessed on its own merits and will be considered alongside other applications.
- Grants are to be applied for on an annual basis.
- The Council's decision is final and granted according to own available budget.
- All sections of the form must be completed and contain a copy of the organisations latest accounts and recent bank statements.
- Grant applications cannot be made retrospectively.
- Grants cannot be carried forward to the following financial year without written permission of the Council.
- If successful, payment of the grant shall be made following the parish council meeting at which it was approved, however the organisation is required to submit copies of receipted invoices for expenditure before the end of the financial year.
- The Council reserves the right to adjust the grant payment if the final costs are less than the initial estimated costs of the project.
- Applications received after the closing date will not be considered.