

# Marchington Parish Council – Small Grant Scheme

## Open for applications from - August 1<sup>st</sup> to 31<sup>st</sup> October Annually

Each year Marchington Parish Council grants a small amount of its precepted budget received from East Staffs Borough Council to enable it to help local groups and organisations by giving grants for support with ongoing maintenance costs or an item that is of exceptional benefit to the community.

It is at the Parish Councils discretion as to the level of this fund. The Parish Council retains the right to fund an application in full or part as they see fit.

The grant fund is a finite resource and each year, each application is viewed anew by councillors so no historical precedent should be expected.

### Eligibility

- Applications are welcomed from groups and organisations that are based within the Parish.

### Assessment Criteria

- The applicant must be for a group or organisation based within the parish.
- The group or organisation must benefit a number of residents within the parish.
- The application form must be filled in completely and all financial information correct. Full audited accounts along with a statement of bank balances as at 30<sup>th</sup> September must be received along with the application.
- Applications must be received by 5pm on the 31<sup>st</sup> October.
- Applicants must return to council in the year after the grant was awarded (usually at the May Annual meeting) and present to the council how the grant has been spent. Failure to do this may result in the grant needing to be repaid.
- The grant must be shown to be for ongoing maintenance costs. Marchington Parish Council defines the term maintenance as “the process of keeping something in good condition” this grant is not eligible to cover staffing costs.

### Application Process

- Applications will only be considered when submitted on the grant application form that can be downloaded from [www.marchingtonparishcouncil.org/parish-council-documents](http://www.marchingtonparishcouncil.org/parish-council-documents)
- Applications must be received by the clerk before 5pm on the 31<sup>st</sup> October.
- Applicants **MUST** present in person their application at the November Parish Council meeting usually held on the 2<sup>nd</sup> Tuesday of the month.
- You must be able to explain what you will do with the grant, who will benefit and how you know the work will be effective.
- Notification of amount awarded will be after the January Parish Council meeting usually held on the 2<sup>nd</sup> Tuesday of the month.
- The Parish Council will only grant aid to Churches for the ongoing maintenance of the grassed areas, trees and hedges within the churchyard.
- The purpose for which the grant is made must be in the interest of the Marchington Parish (any part of it) and for all or some of the inhabitants of the Marchington area which is defined by the boundaries of the Parish Council
- The benefit to the area or inhabitants must be commensurate with the expenditure

### Conditions of the award

- The council will only consider one grant application per organisation per financial year unless there are extenuating circumstances.
- If successful a letter will be sent to the applicant by email. Payment of grants will be made in 2 tranches paid in arrears usually May and October.

- The council will only consider one grant application per organisation per financial year unless there are extenuating circumstances.
- The Parish Council reserves the right to recall a grant not used for the purposes or within the conditions stated.
- The Parish Council will publicise the amount of funding awarded to your project.
- Each application will be considered on its merit and the amount of the award will be at the discretion of the Parish Council.
- Grants awarded cannot be used for the upkeep of the fabric of any religious building.

**Marchington Parish Council also holds a solar park deed of benefit fund. Grants from the Solar Park fund can be for projects. This scheme is open all year. Please choose carefully which grant to apply for**

# Marchington Parish Council – Solar Fund Grants

## Applications Welcome at any time

Marchington Parish Council receives deed of benefit payments from the two solar farms located in the village. This income is expected to continue to 2026. Each year Marchington Parish Council agrees to set aside the majority of this income to fund grant applications from groups and organisations within the parish for help with projects.

It is at the Parish Councils discretion as to the level of this fund. The Parish Council retains the right to fund an application in full or part as they see fit. This fund is a finite resource.

### Eligibility

Applications are welcomed from groups and organisations that are based within the Parish.

### Assessment Criteria

- The applicant must be for a group or organisation based within the parish.
- The group or organisation must benefit a number of residents within the parish.
- The application form must be filled in completely and all financial information correct.
- Applications must be presented by a Councillor on behalf of the group/organisation.
- Applicants must return to council in the year after the grant was awarded (usually at the May meeting) and present to the council how the grant has been spent. Failure to do this may result in the grant needing to be repaid.
- The grant must be shown to be for a project that will benefit the parish.

### Application Process

- Applications will only be considered when submitted on the grant application form that can be downloaded from [www.marchingtonparishcouncil.org/parish-council-documents](http://www.marchingtonparishcouncil.org/parish-council-documents)
- Applications can be made at any time throughout the year, but will only be considered at the next full council meeting.
- Applicants **MUST** get a current councillor to present and champion their application
- Your champion must be able to explain what you will do with the grant, who will benefit and how you know the work will be effective.
- The purpose for which the grant is made must be in the interest of the Marchington Parish (any part of it) and for all or some of the inhabitants of the Marchington area which is defined by the boundaries of the Parish Council
- The benefit to the area or inhabitants must be commensurate with the expenditure
- Notification of amount awarded will be after the meeting where the application is discussed.
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### Conditions of the award

- You use the award only for purposes stated in your application and not for any other purpose.
- If successful a letter will be sent to the applicant by email. Payment of grants will be made in 1 payment usually in the meeting where the application is discussed.
- The Parish Council reserves the right to recall a grant not used for the purposes or within the conditions stated.
- The council will only consider one grant application per organisation per financial year unless there are extenuating circumstances.
- The Parish Council will publicise the amount of funding awarded to your project.
- Each application will be considered on its merit and the amount of the award will be at the discretion of the Parish Council.
- Grants awarded cannot be used for the upkeep of the fabric of any religious building.