

Marchington Parish Council – Small Grant Scheme

Open for applications from – 1st August to 31st 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 30th September must be received along with the application.
- Applications must be received by 5pm on the 31st October.
- Applicants must return to council in the year after the grant was awarded (usually at the May Annual Parish 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
- Applications must be received by the clerk before 5pm on the 31st October.
- Applicants **MUST** present, in person, their application at the November Parish Council meeting usually held on the 2nd 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 2nd 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 used for projects. This scheme is open all year. Please choose carefully which grant to apply for.