



## **CITY OF ELY COUNCIL**

### **GRANTS POLICY**

#### **INTRODUCTION**

The City of Ely Council allocates a sum of money each year, which can be applied for by voluntary/charitable groups and local organisations, not for profit organisations or community interest companies, but not from individuals. These grants are provided under Local Government powers, one of which is the Local Government Act 1972, Section 137. The group/organisation must benefit the parishioners of the City of Ely and the project/activities should take place within the parish of Ely, to allow funding to be considered. This Policy should be read in conjunction with the grant application form and criteria.

#### **WHO IS ELIGIBLE TO APPLY?**

To be eligible for the award of a grant an organisation must:

- be established for charitable, benevolent, social, cultural, recreational or support purposes;
- have a constitution, or set of rules, which defines its aims, objectives and operational procedures;
- be able to provide a copy of its latest annual accounts and be able to demonstrate that the accounts are checked and signed by a person independent of the group;
- have a bank account operated by a minimum of at least two joint signatories.

#### **WHAT CAN BE FUNDED?**

Projects which will

- enable parishioners to participate in voluntary groups and activities;
- benefit the people who live in the parish;
- improve or enhance the local environment;
- benefit people, within the parish who are experiencing social exclusion or economic hardships;
- be one off project benefiting the community;
- projects which support and engage the community including, amongst others, young people; older people; black and minority ethnic (BME) groups and individuals; Lesbian Gay Bisexual and Transgender (LGBTQ+) groups and individuals and people with disabilities;
- support unexpected costs relating to a pandemic or extreme national or local circumstance.

## **WHAT IS NOT ELIGIBLE?**

The following would not be eligible for a grant

- applications from individuals or private businesses/commercial companies;
- financial assistance for property relating to any Church in line with the Parish Councils Act 1894 section 8. This will include, but is not limited to, a Church, a Church hall or a church graveyard including amongst others maintenance of the walls, headstones and grass cutting;
- if there is a statutory duty upon other local or central government departments to fund or provide;
- the running costs of any organisation;
- projects which improve or benefit privately owned land or property;
- staff costs of any organisation;
- organisations outside of the City, unless there is a direct benefit to the parishioners or City;
- organisations which support or oppose any political party;
- organisations that discriminate on the grounds of gender, race, disability, sexual orientation, religion and belief or age.

## **CONDITIONS IN RELATION TO ANY GRANT AWARDED**

- all grants must be spent within a 12-month period;
- the grant can only be used for the purpose for which it was granted;
- the awarding of a grant should not be seen as an on-going commitment;
- all successful applicants, must complete and return a grant monitoring form to provide confirmation on how the grant was spent. If this is not received, the applicant will not be able to apply for any further grants;
- the Council reserves the right to refuse any application and discontinue the grants scheme;
- only one application per organisation will be considered each year;
- there is no right to appeal an unsuccessful application.

## **HOW TO APPLY?**

- applications must be made on the Council's grant application form, which is available on the Council's website or by request from the Clerk;
- applications must be received by the Clerk by the deadline date, as stated on the application form;
- all the required information must be submitted with the application form to enable the application to be considered.

**HOW ARE THE APPLICATIONS CONSIDERED?**

Applications are considered at the September/October meeting of the Personnel, Finance & Governance Committee, following the date of the grant’s deadline. In extreme circumstances the allocation for grants may be divided into two pots, to support two rounds of grant applications.

All applications will be treated equally and considered on their own merits. Each application will be assessed to ensure it meets the set criteria and Grants Policy.

Recommendations from the Personnel, Finance & Governance Committee will be considered at the next Full Council meeting. Following a decision by the Full Council, applicants will be notified of the outcome of their application and cheques will either be posted or be presented at a presentation evening, organised by the Council.

This policy will be reviewed on annual basis.

Reviewed and approved 17th June 2024

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Cllr C Phillips - Chairman of the Council

