

## **Nursling & Rownhams Parish Council Grant Awarding Policy**

The Parish Council may award small grants to voluntary, non profit making organisations only, for activities which must be open to and beneficial to, all of the residents of the Parish.

Applications may be considered by community associations, cultural groups, educational associations (not including schools), sporting, leisure and Guiding/Scouting groups from within the Parish and local branches of charitable organisations directly benefiting the Parish. You will be asked to demonstrate that your organisation is properly and legally organised and has its own bank account. Supporting documentation will be required, such as an audited set of accounts for the previous financial year.

Applications will not be accepted from individual residents or commercial organisations, Political Parties or lobbying groups or associations. If you are in any doubt about your eligibility to apply to the Council for a grant, please contact the Clerk in the first instance.

If your voluntary organisation wishes to apply for a grant, grants are normally considered annually at the Annual General Meeting held in May. The deadline for completed applications will be three weeks prior to the published date of the Annual General Meeting, in order to allow time for the Clerk to review them prior to the meeting and settle any outstanding issues that may arise beforehand.

Grants in excess of £500 will not normally be awarded.

Payment of the grant will only be upon production of invoices or receipts. These must be addressed to the organisation (not an individual within the organisation) and dated after the date of approval.

For an application form, please download here:

or contact:

The Clerk: Bill Ashdown

Email: [clerk@nandr.org.uk](mailto:clerk@nandr.org.uk)

Tel: 023 8073 6766

Or write to:

The Parish Clerk, Nursling & Rownhams Parish Council, PO Box 1780,  
Southampton, SO15 9FX

## Nursling & Rownhams Parish Council Grant Award Application Form

Name of Organisation:	Office Use / Criteria Met
Main Contact:	
Address of Organisation	
Tel:	
Website: Email:	
*Bank : *Sort Code: *Account No:	
How many Members are there in your Organisation:	
Registered Charity No if Applicable:	
Please describe your Organisation in 20 words:	
Please indicate if your Organisation involves working with children or vulnerable adults: Are all Members CRB checked upon entry:	
Please describe your project in 20 words:	
What exactly will the grant funding pay for if successful:	
Estimated Expenditure of the total project: £	
How much grant funding are you seeking from the Parish Council: £	
How will you fund the balance of the project?	
Do you have an Equal Opportunities Policy?  Who will benefit from your project? Please tick all that apply:  Under 18s      18-30 yrs      30-65 yrs      65 and over      Families  Black & ethnic minorities      Disabled      Unemployed      Single Parents      Carers  How many have benefited from your organisation in the last 12 months, within this Parish and in what way?	
*Please enclose a set of Annual Accounts for your Organisation.	
*Please enclose quotations for the project, work or equipment.	
<b>Data Protection:</b> The * confidential information you have provided in your application will not be published or disclosed to a third party, however the name of the organisation and details of the project may be published in Council documents.	

Please return this form to; The Clerk to Nursling & Rownhams Parish Council, PO Box 1780. Southampton. SO15 9FX