



Steve Watson
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23 Maple Bank
Burnley
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BRIERCLIFFE PARISH COUNCIL GUIDE TO GRANTS

Background

The Parish Council has agreed funding for a small grants scheme that will benefit the local area. The idea is to provide a significant benefit to local residents through the distribution of grants to local voluntary and community groups and in exceptional circumstances, grants to individuals.

It is intended that groups should apply for other funds before applying to the Parish Council. If other external funding is not available the Parish Council will seriously consider the application from its own funds.

Not all requests are the same and it is up to The Parish Council to decide what is most important at the time of the application. The decision on who is successful lies with the Parish Council Members and the criteria that they use to make this decision. Some criteria are general and are outlined below, other criteria are usually the priorities for the Parish.

The Parish Councillors want to support your ideas.

General Grants Criteria

The Parish Council considers a number of things when deciding on which grants to fund. The main criteria include:

Can the project secure funding through other sources

Has the group received a Parish Council grant previously

Will the project be completed in the next 6 months

Grant are generally awarded up to a maximum of £500.00

Grants for match funding will receive higher priority

The application must be completed by an adult over the age of 18 years.

Filling in the Form

We have tried to make the application form as simple as possible and all sections of the form must be completed. If however you do have any difficulties or queries regarding the application form please do not hesitate to contact the Parish Clerk. Contact details below.

Please ensure you provide all the information required on the form and enclose your rules/constitution and last year's accounts with your application. Failure to provide this information will result in a delay of your application being considered and possibly the application being refused.

Presenting your application

Some applications may be asked to provide information on their proposal at a Parish Council meeting. This will usually be asked of the larger grant applications or where the Parish Council wishes to find out more information. All grant applicants are encouraged to attend the Parish Council meeting that discusses their grant application. This is one of the ways Councillors judge support for your proposals.

Grant Approval

Once your grant is approved you will be asked to sign a simple agreement with the Parish Council before you can receive your grant. Advice is available should you need it on the conditions of this contract. Payment will be made by cheque to the organisation's bank account.

The grant must be used for the purpose stated on the grant application form and evidence of this in the form of receipts or invoices will be required once the project has been completed

Further Information

If you require any further help or assistance on your grant application, please contact the Parish Clerk on: Tel: 01282 436670 or

Email: briercliffeparishcouncil@yahoo.co.uk

or write to:

Steve Watson, Briercliffe Parish Clerk, 23 Maple Bank, Burnley, BB10 3FD