

Delivering a brighter, greener future for all

1. Introduction

- 1.1 The Council has the power to provide grants under its General Power of Competence.
- 1.2 The Council also has access to the Dewey Trust for the provision of grants.
- 1.3 Any grant of £1,000 or more will include a proviso that the recipient must provide the Clerk with a written report on how the money has been used within 12 months of the grant being awarded.

2. Procedure

- 2.1 The Finance and Audit Committee will consider applications once a year and a local media advert will be placed at the appropriate time. Details will also be uploaded to the Council's website. The decision taken to award grants will be taken in July or at a meeting nearest to this month.
- 2.2 The Clerk shall ensure that applications received have all the supplementary papers necessary, before reporting them to the Finance and Audit Committee.
- 2.3 Grants will be made in accordance with the following criteria:
 - (a) There will be direct benefit to Warminster or part of the area or to some or all its inhabitants.
 - (b) The direct benefit which will accrue to the area or inhabitants will be commensurate with the amount of expenditure.
 - (c) That, apart from disaster fund appeals, no grants will be made to national based organisations unless they can show the proportion of direct benefit to the residents of Warminster.
 - (d) Grants will only be made to individuals in exceptional circumstances.
 - (e) The grant application must be applied for by an authorised member of the charity or organisation.
 - (f) Capital requests are preferable to revenue requests.
 - (g) Only one grant per organisation will be given and this will be limited to £2,500 per applicant.
 - (h) Any grant budget not allocated at the meeting in, or nearest to July, will be available for allocation up to 31st March, in the following year. This will be available only to new applicants who have not already been previously considered within that financial year.
- 2.4 The above criteria will be sent to prospective applicants, with a request for a sight of their accounts, Equal Opportunities Policy, invoice or quotation for the project, details of other funding requests, Terms of Reference, Constitution and Memorandum and Articles if relevant.

3. Selection Process

- 3.1 The Council will review each application provided that all supplementary information has been supplied.
- 3.2 The deadline date for submitting applications will be two weeks before the relevant meeting.
- 3.3 Incomplete forms will not be considered.
- 3.4 The initial applications will be heard at a meeting scheduled in June or nearest date.
- 3.5 Payments will be issued as soon as possible after being awarded.