

## **Leek Town Council Grant Application Policy**

Any contribution to enhance the well-being of our community made by numerous organisations and individuals is highly valued by the Town Council.

The Town Council allocates an annual budget to support voluntary and community initiatives that benefit our community. These grants are funded from precept charges to residents of Leek, and therefore must be used wisely and must benefit local residents. We assess each application carefully against the following criteria:

1. Benefit to the community.

- All applications must show how the grant will benefit the local community, the town or its environment.
- Grants will be awarded on the basis of need, merit and contribution to the local community.

2. No grants will be awarded to:

- Individuals;
- Organisations involved in political activities;
- Profit making companies;
- Statutory bodies;
- Religious groups that only assist their own adherents or that promote a particular religion above others. We welcome applications from religious or faith groups for projects that benefit the wider community.

3. Where applications are for an event, the event must:

- Be open to the public;
- Have public liability insurance
- Be able to evidence that the correct permissions are being sought if held on public or private land.

4. No grant will be made:

- For spending already made prior to approval;
- For general routine maintenance of buildings or equipment;
- For organisations to pass money on;
- To organisations that hold surplus funds that are not being used for delivery of the project;
- To groups or organisations that have not tried to raise other funds during the year prior to the application.

5. Applications should enclose

- A current set of accounts or copy of their most recent bank statement with the application form

Funding will normally only be awarded up to £200. Applicants should not make the assumption grants will be awarded year on year.

All projects must acknowledge Leek Town Council's financial contribution in any publicity or publications and include the Leek Town Council crest.