

## SEDGWICK PARISH COUNCIL

### TERMS AND CONDITIONS FOR GRANT APPLICATIONS

- Applications for grants will be submitted on the attached application form or in writing.
- Applications will be considered at meetings of the Parish Council.
- On receipt of the application form, subject to statutory guidelines, the application will be added to the agenda for the following meeting of the Parish Council,

General criteria – to be applied to all applications:

1. The application must relate to some specific item of capital expenditure or project, and not to any regular item, or maintenance, or other revenue item such as utility or staffing costs.
2. The purpose for which the grant is requested must be in the interests of Sedgwick Parish, or any part of it; or all, or some of the inhabitants of Sedgwick Parish.  
*\*\*\*Sedgwick Parish is defined by the boundaries of the Parish. \*\*\**
3. The benefit to the area or inhabitants must be commensurate with the expenditure.
4. Groups or organisations within the area of the Parish may apply; those outside the Parish who can demonstrate direct benefit to the Parish, may be eligible to apply for consideration.
5. No financial assistance can be given to individuals under this scheme.
6. No grant will be payable to, or for, any commercial venture or for private gain.
7. Retrospective applications will not be funded i.e. where the expenditure on the project has been carried out or the event has taken place.
8. Any previous grant made to a group or organisation may be considered when considering a new application.
9. Preference is usually given to projects which can be completed within one year of the funding being awarded.
10. Each application will be considered fairly on its merit and the amount of the grant will be at the discretion of the Parish Council.
11. On approval, the applicant must agree in providing a report for Sedgwick Parish Council Annual Meeting in March.
12. On Approval applicant must provide receipts of the agreed funding items, this to be sent before the end of the financial year otherwise funding must be returned to Sedgwick Parish Council

Applications for support for a Commemorative Event or Festival :

1. The application must relate to a community event, a festival, or special event in commemoration and be held within/or in the interests of Sedgwick Parish.
2. Preferably, the application should be for the support of specific identifiable elements of the event or festival, rather than towards general running costs.

**Name of Group / Organisation**

**Correspondence Address**

**E-mail**

**Telephone**

**What are the main activities of your Group / Organisation?**

**Describe the project for which funding is required**  
*(Include : The projected time scale and who will benefit from the project)*

*Note : Please attach any action plans, estimates or supporting information which you may have.*

**How much money are you requesting from Sedgwick Parish Council (in words & figures?)**

**What is the total cost of the project (in words & figures)?**

**Signed**

**Position in Group / Organisation**

**Completed applications must be submitted to the Parish Clerk -  
Mrs S Roberts The Nook, Levens Kendal, Cumbria LA8 8PN**