



Hetton Town Council



Community Grant Award Policy

Introduction

Hetton Town Council will consider awarding grants to community organisations which can demonstrate a clear need for financial support to provide benefits to the Hetton Town Council area through:

Providing a service
Enhancing the quality of life
Improving the environment
Community cohesion and engagement activities
Promoting Hetton, Hetton Downs, Easington Lane, Moorsley and East Rainton.

Organisation and Locality

Applications will only be accepted from charitable, voluntary or non-profit making organisations. The Council will give priority to applications received from smaller organisations.

Organisations should be local to the Hetton Town Council area, or if outside the boundary, its work should be of direct benefit to residents within the HTC boundary.

National appeals are outside of the scope of the Council's grant scheme.

The Council is unable to give financial assistance to organisations operating overseas or to a fund established to help persons outside the UK.

Grant amounts

The maximum amount that can be awarded to groups or organisations is £750. Only one grant will be awarded to a group or organisation in each financial year.

Exclusions

Applications cannot be accepted from individuals
The activities of political organisations.
Religious projects except where faith-based organisations can demonstrate wider community benefit.
Events that have already occurred or for equipment already purchased.
Loan repayments.
Day to day running costs.
The sale, purchase or supply of alcohol.

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Process

Applicants should submit the application form and supporting documentation to the Town Clerk a minimum period of four weeks prior to the need for any grant award; and no later than the first Monday of each month (no applications in August).

Applicants will be required to submit a copy of the last years accounts along with a copy of their constitution. Newly formed organisations will be required to provide details of first year financial projections.

A current bank statement will be required to demonstrate that the applicant organisation is bona fide; and to show the financial position of the organisation. (details of the applicant organisation's bank balance will be made public).

The validity of applications will be confirmed for Town Council by the Town Clerk.

All applications must clearly demonstrate how the grant will benefit the local community and how success will be gauged.

Applications will be considered in public at a meeting of the Council, and a representative of the applicant organisation may be required to attend an appropriate meeting of the Council to outline their application and answer any questions.

Applications must be submitted in advance of the award being required to allow adequate time for consideration by the Town Council.

Note: The decision of the Town Council is final and no correspondence will be entered into.

Successful Grant Award conditions

The Council reserves the right to reclaim any award:

Not spent for the purposes it was granted;

Not spent during the financial year it was awarded;

In the event of any contravention of the policy.

Other requirements:

Confirmation of delivery of the project or event must be notified to the Town Clerk.

Organisations must acknowledge the support of Hetton Town Council and include the Town Council logo in any promotional material.

Applicants may be requested to participate in promotional or publicity events organised by the Town Council.