

Policy document

Kesgrave Town Council

Policy on Grant Approval

Kesgrave Town Council is committed to supporting and strengthening the many networks and community groups that help to make a positive difference to Kesgrave as a place to live, work and visit, for everyone. We know that the Council can make a difference through our grants process, but it is also important that we seek a relationship with many of these groups to explore other ways in which they can develop and grow as they need to.

Any Committee of the Town Council, including the Finance and Governance Committee can recommend grant applications, which are subsequently referred to the full Town Council for final approval. The Town Council regularly advertises its powers to make such grants in order to be fair, open and transparent to all in the Town.

Requirements for Grants

Voluntary organisations or community groups wishing to be considered for a grant should write to the Town Council and include the following information:-

- The specific amount of the grant;
- What the funding is for;
- Breakdown of costs and any funds already raised;
- How the project will benefit Kesgrave and its residents and how many residents will benefit; (if possible an approximate breakdown of age groups too)
- Latest set of Accounts/full Financial Statement

The grant is not available to fund individuals, commercial or statutory organisations.

In making decisions they will observe the following guidelines:-

- Approvals will depend on sufficient funds being available within the overall grants budget;
- If the grants budget has been expended the Town Council will be empowered to authorise virements from savings elsewhere in the budget;
- The latest set of accounts or a full financial statement will be required with each application/s;
- Kesgrave organisations will receive preference for grants;
- Applications from County or national organisations will be considered if it can be shown that their activities provide positive benefits for Kesgrave people. Amounts of grants in such case will be limited.

Adopted by the Town Council on the 14th November 2016.

Revised and resolved by the Town Council on the 15th January 2018.

