



STC Financial Assistance Policy

Shotton Town Council budgets a sum of money every year for discretionary grants to voluntary and not for profit organisations, meeting the needs of residents of the Shotton community .

These grants are limited and are made available to organisations that address a demonstrable need for financial assistance.

The Council considers such grants once per year in November unless the application is time sensitive.

Please note that there is a limited budget set aside each year for community grants. In order to assist as many eligible groups and organisations as possible, the sum applied for may not necessarily be the amount received. In the interests of fairness, the council may only grant a maximum of up to £400 per organisation per year.

Shotton Town Council grants are made for the benefit of people and projects local to the Shotton community. The grants are not intended to support everyday running costs but to enhance activities and enable the participation of more local people.

Shotton Town Councils Financial Assistance Small Grants Scheme will **NOT** fund:

- Individuals
- Profit making/commercial organisations
- Running costs
- Political or religious campaigns
- Statutory bodies to fund core services
- Retrospectively

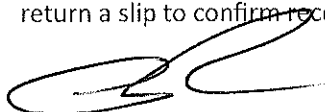
Forms can be downloaded from the Council's website or by emailing townclerk@shotton-tc.co.uk. Applications should be received the month prior to the corresponding meeting. (October)

Applicants must provide copies of their annual accounts, a recent bank statement (last 6 months), minutes relating to decision to apply (where applicable) and the group's constitution to support their application (if available). Financial support is confined to local organisations.

- Financial support to outside organisations and events is only considered when residents of the Council's area are participating or there is direct benefit to the community.
- All applications received meeting the criteria are considered.
- Private individuals cannot be considered for financial assistance of any kind. Only one grant application per organisation may be made in any one financial year although successful and unsuccessful applicants may apply again in subsequent years.
- Applicants agree to acknowledge the contribution that has been made by the Council in publicity or promotional material.
- Any money not used for its intended purpose must be returned to the Council via the Clerk and Financial Officer.

Applications must be made via the application form.

- Completed applications should be sent to the Clerk along with the relevant documentation.
- Applicants will be notified by letter/email of the outcome and if successful will be required to return a slip to confirm receipt of the grant awarded.





- Successful applicants are encouraged to provide feedback to the Council and submit a written report outlining how the money awarded was spent. This report should be provided to the Council within 6 months of the grant being awarded. Failure to provide this could jeopardise future funding requests.
- Successful applicants will be paid via BACS. It is the applicant's responsibility to provide correct payment details at time of application.

The following legislation applies to the awarding of discretionary grants:

- Local Government Act 1972, Section 137, Power of local authorities to incur expenditure for certain purposes not otherwise authorised, Subsection 1, A local authority may, subject to the provisions of this section, incur expenditure which in their opinion is in the interests of, and will bring direct benefit to, their area or any part of it or all or some of its inhabitants.
- Local Government (Miscellaneous Provisions) Act 1976, Section 19, Recreational Facilities, Subsection 3, A local authority may contribute by way of grant or loan towards the expenses incurred or to be incurred by any voluntary organisation in providing any recreational facilities.

A handwritten signature in black ink, consisting of a large, stylized 'S' followed by a horizontal line.