

EUXTON PARISH COUNCIL

GRANT POLICY

1. The Parish Council grant scheme is primarily designed to assist local, voluntary, village and community based projects and groups, not individuals.
2. All grant applications are to be made in writing to the Council via the Clerk.
3. The Council prefers to see grant applications for example; a specific purpose, project or piece of equipment, the details of which should be highlighted, described or copied in with your application letter.
4. Each application letter should be accompanied with a copy of the organisations most up to date balance sheet and copy of its constitution (if it has one).
5. The Council prefers to know exactly how much is being sought as a grant, or the cost of the project or item of equipment you wish to buy with the grant. This is so it can consider more accurately how much it is able to award.
6. The Council requests that a receipt for any grant received be returned as soon as the cheque is received, this for the Council's accounting purposes.
7. The Council requests if the organisation receiving a grant can either:
 - arrange for a photo to be taken, with the Chairman of the Council or a Councillor, or
 - forward a photo of the group with the new piece of equipment or carrying out the project for which the grant was awarded for.Photographs are for publication in the Euxton WEB and on the Council's website.
8. Notes:
 - Applying does not mean you will definitely or automatically receive a grant, or you will receive the full amount of the sum you requested.
 - An organisation is not discouraged from applying each year but, if one year there are a number of applications received, or received from organisations which have never or rarely receive a grant and look to be in need of assistance, your application may be turned down. Please be minded that there are quite a number of voluntary and community groups running within the village.
 - The Council does not have a never ending or very large grant budget so the amounts awarded relatively small. It does though, replenish its budget annually so there is always another chance to apply.
 - If your application arrives at a time when the budget has all been spent, it will be held over until the next years monies arrive.

Applications in writing to:
Clerk to Euxton Parish Council
9 Ambleside Avenue
Euxton
Chorley, PR7 6NX