



## FRAMLINGHAM TOWN COUNCIL

### GRANT POLICY

Each year Framlingham Town Council awards grants of money to charities, voluntary organisations and individuals which contribute to the well-being of Framlingham or promote the image of the town.

Grant applications are considered by the Finance and Strategic Planning Committee twice annually in October and February.

Applications should be submitted on the Grant Application Form available on the [www.framlingham.com](http://www.framlingham.com) website or from the Town Council Office and received by the Town Clerk at 10c Church Street, Framlingham IP13 9BH by the deadlines of **30<sup>th</sup> September and 31<sup>st</sup> January**.

Funds available are limited. Therefore, however well deserving County and National charities and organisations are unlikely to receive grants, unless they can demonstrate that any funds granted would directly benefit Framlingham and its residents.

Please note: In order to allow a wide variety of organisations to benefit from funding:

- Grants will only be given to support specific projects and local fundraising events, and not routine running costs.
- Repeat applications for the same project for more than one year, or within two years of a successful application will not be allowed. (with the exception of local community groups up to £250.00 per annum)
- Under the requirements of the LGA 1972 s137A, a grant cannot be made to overseas charities (only charities and Groups situated in the United Kingdom)

Details required with the application:

- A copy of the latest audited or examined accounts
- An explanation of the purpose of the grant
- The likely number of beneficiaries and age profiles
- Estimated total cost of the project
- Explanation of how the grant will be used
- Confirmation that 'Financially supported by Framlingham Town Council' will be used in any publicity

The Finance Committee will:

- Decide whether the application meets the eligibility
- Decide whether the details received regarding the applicant's finances and the purpose of the grant are adequate
- Allocate such funds as may be decided and are available, between the eligible applicants and make a recommendation to Full Council for approval.

Unsuccessful applicants will be notified.

Applicants are welcome to attend the Town Council meetings and are advised to check the website and notice boards for dates/times.