



Proposed Amended Grants and Donations Policy

Initially Adopted by Council	14 January 2021
Reviewed & Readopted by Council	12 January 2023
Review Date	Once per Council Term

1. Introduction

- 1.1 Section 137 of the Local Government Act 1972 provides the Council with the power to give grants and donations to Organisations for the direct benefit to the community. The Council can also rely on the General Power of Competence (GPOC). The sum set aside each financial year for grants & donations, shall be agreed by Council annually as part of the budget process.

2. Purpose of the Grant / Donation

- 2.1 Llangyfelach Community Council is prepared to consider awarding financial support to appropriate bodies, clubs, organisations and associations to promote or safeguard activities that provide services or enrich the lives of the residents of Llangyfelach.
- 2.2 The Council must be satisfied that the grant / donation will benefit the area and a significant number of residents. Ideally there should be clear evidence of local need or demand for the proposed activity.

3. Who Can Apply?

- 3.1 Grants will be considered for:
- i) Voluntary Organisations.
 - ii) Local, community based Clubs & Societies.
 - iii) Public Bodies.
 - iv) Other appropriate organisations (the above Bodies may be Charities).
- Note:** The Council reserves the right to make a grant / donation to a Registered Charity without them having to provide a formal Application and / or Supporting Documentation.
- 3.2 As a general principle, grants / donations will be awarded to safeguard, and promote, the services and experiences that are provided within the geographical area served by Llangyfelach Community Council.
- 3.3 Activities, organisations or bodies located outside the area of Llangyfelach but who provide services or experiences to the residents of the area served by the Community Council may also be considered. In such a situation, any contribution by Llangyfelach Community Council will reflect the impact of that service on the Community's residents.

- 3.4 There are 2 categories of applicants for grant:
- i) Organisations that, due to financial restrictions, cannot continue to provide services or experiences previously offered to the Community's residents.
 - ii) Organisations and bodies that are seeking a contribution towards the costs of a specific one-off event, or series of events, that could not otherwise be arranged.

4. Who Cannot Apply?

- 4.1 Applications will not be considered from:
- i) Commercial Organisations or Companies (who intend to divide profits to their members).
 - ii) Individuals.
 - iii) Organisations / Bodies who aim to make a profit from an event.
 - iv) Organisations / Bodies without a dedicated bank account (Not a Personal Bank Account).
 - v) Those that aim to use the finance to fund activities of a political nature, or to fund activities considered to be the responsibility of the Principal Authority.

5. How to Apply & the Requirement for Supporting Documentation

- 5.1 All applicants are required to complete the application form that is available on the Council's website. It is to be returned to the Clerk along with the following supporting documentation:
- i) A copy of the latest audited accounts, annual financial report or similar document.

Note: Grant / Donation requests will not be considered without the relevant supporting documentation.

- 5.2 The Community Council will consider applications for grants once a year, normally in the February meeting. The closing date for receipt of applications will be 31 December each year. The outcome of the application will be shared with the applicant as soon as is possible after the meeting.

6. Marketing

- 6.1 Applicants are expected to acknowledge Llangyfelach Community Council's contribution in any publicity, social media posts etc. by those who receives a grant / donation.

7. Monitoring

- 7.1 Any organisation in receipt of a grant / donation will be expected to make appropriate arrangements, if required, for members of the Council to inspect, monitor or check the use of the financial contribution or any associated conditions.
- 7.2 All successful applicants will be required to submit a completed monitoring form which is available on the Council's website within 28-days of the event or

at the end of the financial year, reporting on the use of the funding. Failure to do so may impact negatively on any subsequent application by that organisation for grant / donation funding.

- 7.3 If the organisation / body is unable to use the donation for the stated purpose, monies must be returned to the Council.

8. GDPR Regulations

- 8.1 The information on the application form will only be used for the process of considering the grant / donation. **Note** that the application form will be published on the Council's website. Any personal information will be considered to be confidential and treated appropriately.

9. No Right of Appeal against the Council's Decision

- 9.1 All donations are awarded at the Community Council's discretion. The Council's decision is final and there is no right of appeal.

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Clerk to the Llangyfelach Community Council