



GRANTS POLICY

2021

1. Introduction

The community of Bradford on Avon is vibrant and supports a wealth of community groups and activities. Bradford on Avon Town Council is committed to providing assistance and support to local community groups and organisations which are set up to promote community life for the residents of the town.

The Town Council provides grants, via the Community and Well Being committee.

2. The Aim of the Councils Grant Policy

The policy is intended to set out how the Town Council operates its grant making process, providing clarity to assist organisations who may wish to apply. The Town Council will consider applications that support its vision;

“Bradford on Avon Town Council celebrates our community and believes that a cohesive and inclusive community is central to building a happy, vibrant and successful town.

The Town Council recognises the diverse needs and aspirations of our community. Regardless of age, gender, sexuality, race, religion or economic status, we value and will support all who live, work or otherwise contribute to our Town.

The Town Council wants to create a town where its heritage and environment is valued and where people want to live, work, play and visit. A town where all residents have access to a high quality of life both now and in the future”.

The Town Council’s Policy on grants is based on the principle of promoting the development of partnerships which encourage and enable local community groups to deliver local projects and services to the residents of Bradford on Avon.

3. Grants Policy

The Council is committed to supporting community groups by using its resources to make a difference to the lives of the town’s residents. The Town Council defines a community group as a non-profit making voluntary organisation or a charity.

Grants are available for projects that meet the Council’s vision and sit within the Town Council’s Business Plan.

Grants will be awarded based on the merit of the project and overall benefit to the local community. Applicants must clearly show how any assistance given will benefit the people living in Bradford on Avon or the environment of Bradford on Avon. The Town Council’s decision is final.

There is no restriction on whether the funds are used for capital or revenue projects, any amount not used **MUST** be repaid in full.

All grants will be subject to funding being available and the commitment of the applicant to provide an end of project evaluation report covering the outcomes from the project. The

grant cannot be used as a general contribution, it **must be** for a specific cost. Organisations should not make a presumption that funding will continue on a year to year basis.

3. General Conditions

Applications are invited throughout the year and all applications must be submitted on a completed Council application form.

All applications will be considered by Council officers to ensure they are complete and meet the policy requirements. The applications are then submitted to a review panel, consisting of Town Council elected members, officers and representatives from the Bradford on Avon Area board to ensure that they are not duplicate of other grants and that the Town Council is the correct body for the grant (the application could be forwarded to another body). The review panel then makes a recommendation to the Town Council's Community and Well-being committee.

All projects must acknowledge Bradford on Avon Town Council's financial contribution in all marketing material. The Council may require a photograph to promote the project in its literature.

Projects/services being considered for grant funding must be available to the community of Bradford on Avon.

Grants will not be awarded to organisations who already hold surplus funds which are not being used for the general operation/delivery of other projects and are not earmarked reserves.

No grants will be awarded for the costs of general routine maintenance of buildings and equipment or where spending has taken place prior to approval.

Grants cannot be used to contribute to a surplus for charitable distribution or to increase an organisations reserve. Grants will not be awarded for organisations to pass on to third parties.