



WORTH PARISH COUNCIL

GRANTS POLICY

INTRODUCTION

Worth Parish Council recognises the valuable contribution that local organisations make to the wellbeing, resilience and social fabric of the community.

The Council allocates funds within its annual budget to support eligible organisations whose work benefits the residents of Copthorne and Crawley Down. This policy sets out the principles, eligibility criteria, and decision-making framework for awarding grants. Grant awards are discretionary and subject to available budget.

PURPOSE

This policy ensures that

- Grant funding is distributed lawfully, transparently and in accordance with Council principles
- Applications are assessed fairly and consistently
- Public money is used to deliver measurable community benefit
- Organisations are accountable for how funds are spent
- The Council can demonstrate compliance with statutory powers and good governance.

SCOPE

This policy applies to:

- Voluntary, charitable and community organisations
- Not-for-profit groups
- Organisations based in, or providing services to the residents of Worth, Copthorne and Crawley Down.

Applications **CANNOT** be considered from:

- Individuals
- Single households
- "For profit" organisations
- Groups whose activities do not benefit the residents of Worth, Copthorne or Crawley Down.

The Council will not typically consider grants of over £750. Once the annual grants budget has been spent, there shall be no further grants in that financial year.

Grant applications for specific projects will be preferred.

KEY PRINCIPLES

Worth Parish Council's Grants Policy is based on the following principles:

- Community benefit
- Equality and accessibility
- Fair and consistent assessment
- Transparency and accountability
- Stewardship of public funds

ELEGIBILITY CRITERIA

To be eligible, applicants **MUST**:

- Be a constituted organisation with a bank account in the organisation's name
- Provide recent financial information (eg accounts or bank statements)

- Demonstrate need and community benefit
- Show that the project is viable and deliverable
- Provide details of other funding sources

APPLICATION PROCESS

- All applications must be submitted on the approved Worth Parish Council Grant Application Form with all the supporting documentation.
- Applications will be considered at an appropriate meeting.
- Applicants will be notified as soon as practicable following the decision-making meeting.
- The Council's decision is final.
- Worth Parish Council reserve the right to defer applications to the next financial year if the budget has been exhausted.
- Successful applicants must acknowledge the Council's support in publicity materials and must report back to the Council within 6 months or on completion of the project.

APPLICATIONS FROM NATIONAL CHARITIES

Applications from national charitable organisations will only be considered at the last meeting of the financial year, where any unspent grants budget will be considered for applicants of this nature.

The Parish Council will only award up to 25% of its annual grants budget towards national charities. This ensures that local organisations remain the primary beneficiaries of Council funding.

REVIEW OF THE POLICY

Subject to any new legislation, changes in Statute or case law which require immediate amendment; or the requirements of the Parish Council, this Policy will be reviewed every two years.

Date of Adoption: October 2017

Reviewed: September 2019

Reviewed: November 2024

Reviewed: April 2026