

Partnership Grant **Conditions**

**Partnership Grant – A Partnership Grant is defined as a Grant in excess of £750.
Witley Parish – Witley Parish is defined as incorporating the villages and hamlets of Brook, Sandhills, Milford, Enton, Witley and Wormley.**

The conditions applicable to this application are:

1. Applications will be considered from community associations, cultural, educational, sporting, leisure and charitable organisations for financial assistance towards the capital expenses of the organisation.
2. Individuals and commercial organisations are not eligible for grants.
3. Applicants may be required to produce evidence demonstrating that they have attempted to obtain grants from other sources.
4. Applicants should be aware that Witley Parish Council will not consider requests for Grants in excess of 50% of the cost of any project or activity for which support is sought. Applicants should be aware that they may not be granted the full amount requested. Applicants must show that some or all of the inhabitants of Witley Parish will benefit from any grant received from Witley Parish Council.
5. Witley Parish Council reserves the right to withhold, withdraw or recover the grant if:
 - i. The use for which the grant is awarded ceases.
 - ii. Its aims and objectives vary to the extent that the application would not have been eligible for consideration at the time of the application.
 - iii. The funds were not used for the purposes stated in the application.
 - iv. You cannot demonstrate that you have or will match the funding which is offered.
6. When an organisation receives a grant in excess of £250 it shall be on condition that any Councillor of Witley Parish Council may visit the premises within six months of the grant being awarded to establish that the grant was properly used for the purposes specified in the application.
7. Organisations applying for a grant may be invited to send a representative(s) to address the Witley Parish Council and answer any questions.
8. Witley Parish Council will not enter into any correspondence regarding decisions made by the Council, and the Council's decision shall be final.

9. All grants must be claimed within 6 months from the date that the grant becomes payable.
10. Requests for stage payments of the total approved grant may be made on submission of paid invoices.
11. Unless otherwise agreed the applicant shall submit to Witley Parish Council an annual report or accounts which contain information as to the use of the grant within six months of the end of the organisation's financial year. It should be noted that these will be made available to the district Auditor on demand.
12. Witley Parish Council is acknowledged in any publicity or promotion of the project. Where appropriate a certificate or sign provided by Witley Parish Council acknowledging the grant will be suitably mounted and displayed in a prominent position.
13. All personal data will be processed lawfully in accordance with the Data Protection Act 1998.

Acceptance of Grant Offer

I hereby accept the Grant Offer of £..... for the

..... as detailed in the Grant Application Form and I confirm that

I accept the Witley Parish Council Partnership Grant Conditions contained in this document.

Name of Applicant Organisation.....

Signature..... Date.....

Name (in block capitals).....

Position in organisation.....