



GREAT ALNE PARISH COUNCIL

DONATIONS POLICY

Great Alne Parish Council is keen to offer support to charities and non-profit organisations wherever possible but any request for donations must be subject to scrutiny and approval by full Council. This policy aims to give clear guidelines to those considering making an application for financial support.

Great Alne Parish Council **will** consider:

- Applications by charities and non-profit organisations for financial assistance to enhance the well-being of Great Alne residents or enhance local service provision for them

The Parish Council must satisfy itself that the donation will benefit the area and significant number of residents. Ideally, there should be clear evidence of local need or demand for the proposed activity.

Great Alne Parish Council will **not** consider:

- Requests for donations which will not be used exclusively or wholly within or for the benefit of the parish
- Applications from individuals
- Applications to fund activities of a political nature, nor activities considered to be the responsibility of the principal authority
- Applications from national charities, unless it can be show that any donation made will be used locally and exclusively within or for the benefit of Great Alne parish

Conditions

- Donations will not be made retrospectively
- Organisations applying for donations should be properly constituted with appointed officers
- Donations will be awarded on the assumption that other sources of income have been sought
- The donation must be used for the purpose for which the application was made
- If the organisation/ body is unable to use the donation for the stated purpose, monies must be returned to the Parish Council
- All donations are awarded at the Parish Council's discretion. Great Alne Parish Council's decision is final and there is no right of appeal

Application procedure

If a charity or non-profit organisation wishes to be considered for financial support, the applicant should follow the guidelines below:

- All applications for donations must be in writing and submitted to the Clerk
- The Parish Council must feel confident that appropriate management systems and financial controls are in place within the applicant's organisation
- Each application must show other funding sources applied for in relation to the donation concerned
- Only one application for a grant or donation is allowed per applicant per financial year

All donation applications must be decided by a full Parish Council meeting.

Reviewed by Councillors on 21 May 2024