



MAYLAND PARISH COUNCIL

Representing the villages of Mayland & Maylandsea

Grant Awarding Policy

This information is provided as guidance in order that the grant awarding procedures of Mayland Parish Council are open and fair and that all applications are handled in the same manner.

Who is eligible to apply?

Grants will be available to non-profit making groups only. Applications are invited from community groups, residents' groups and voluntary organisations within the parish of Mayland. (Consideration will be given to groups from outside of the parish if significant benefit to residents of the parish can be demonstrated.)

What can be funded?

Grants will be considered for any purpose which, in the Mayland Parish Council's opinion, is in the interests of, or will directly benefit, the area or some or all of its residents. No grant will be awarded for the sole benefit of any individual or for any private business project. Grants will not be awarded retrospectively.

How much can be applied for?

Applicants should be aware that the total figure available to cover all grants awarded in the current financial year is £1000. (This figure is reviewed annually.)

When should the application be made?

There is no deadline, grant applications may be submitted at any time.

How should the application be made?

Application forms are available from the parish clerk or may be downloaded from the parish council website, www.essexinfo.net/mayland-parish-council. Completed forms and supporting information should be submitted to the clerk's office at the address below.

What happens next?

1. The parish council's Finance Committee will consider each application having regard to the following criteria: -
 - the eligibility of the application;
 - the purpose for which the grant is requested;
 - how the grant will benefit the residents of Mayland;
 - whether the benefit to be gained is commensurate with the cost;
 - consideration of the supporting information, including accounts and how the organisation is run and
 - the history of any previous applications.Further information may be requested.
2. The Finance Committee will make a recommendation to full council which will make the final decision. The awarding of any grant is at the absolute discretion of Mayland Parish Council.
3. Once the decision has been made, the clerk will write to the applicant informing them of the decision and the amount allocated to them if applicable.
4. Evidence may be required of how any grant has been utilised. (If the grant is put to any purpose other than for which it was awarded, without the prior approval of the parish council, the recipient organisation or group will be required to repay the grant to the Mayland Parish Council.)

Grant application forms are available from the parish clerk: -

Mrs J Massenhove, Mayland Parish Council, Witherdene, 10 Bartlett Close, Mayland, Essex CM3 6TA, or tel: 01621 743551 or e-mail: maylandpc@btconnect.com