BUDOCK PARISH COUNCIL COMMUNITY FUNDING SCHEME

COMMUNITY FUNDING POLICY DOCUMENT CONTROL	
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1. Purpose

Budock Parish Council recognises the important contribution made by charities, voluntary organisations, community groups, clubs and other not-for-profit organisations in improving the quality of life for residents of the parish.

The Council may provide financial assistance to projects, services and activities that:

- Deliver a clear benefit to Budock Parish and its residents.
- Represent good value for public money.
- Support community wellbeing and local priorities.
- Fall within the Council's statutory powers.

This Policy establishes the framework under which Budock Parish Council will consider and determine applications for community funding.

2. Principles

In considering all applications, the Council will seek to ensure that:

- Public funds are used responsibly, transparently and lawfully.
- Funding delivers a clear and measurable community benefit.
- Applicants are treated fairly and consistently.
- Decisions are based on evidence and merit.
- Funding supports local needs and priorities.
- Where relevant, funded activities and services are accessible and provided fairly to the people they are intended to benefit.

The Council complies with its statutory duties and powers. The Council reserves the right to refuse any application. No applicant has an automatic entitlement to funding.

3. Community Funding

Applicants must submit the appropriate application form in accordance with Section 7 of this Policy.

Funding may be awarded through:

Community Grants Fund: For projects, activities and services that directly benefit Budock residents, using Section 137 of the Local Government Act 1972 or another applicable statutory power.

Community Infrastructure Levy (CIL) Project Fund: For projects and activities that support the development of the parish by providing, improving, replacing, operating or maintaining infrastructure, or that address the demands placed on the parish by development, in accordance with the applicable legal requirements for CIL expenditure.

The Council will determine the appropriate funding route and statutory power, the amount of any award and whether any conditions are required. All awards are subject to available funds and applicable legal requirements.

4. Eligibility

Applications may be submitted by:

- Registered charities.
- Community groups and voluntary organisations.
- Community Interest Companies operating on a not-for-profit basis.
- Village committees and community associations.
- Sports clubs and youth organisations.
- Other organisations providing services that directly benefit Budock residents.

Applicants must normally operate on a not-for-profit basis, have a constitution, governing document or recognised management structure, hold a bank account in the organisation's name, and demonstrate a clear benefit to Budock residents.

Organisations based outside the parish may apply where they can demonstrate a significant benefit to Budock residents.

5. What Can Be Funded

Funding may be awarded towards projects and activities that benefit Budock residents, including:

- Community events and celebrations.
- Equipment and community facility improvements.
- Recreational activities and youth projects.
- Training and development.
- Health and wellbeing initiatives.

- Environmental improvements and community safety.
- Community engagement and accessibility projects.
- Projects supporting vulnerable residents.

Funding may also support transport that helps residents take part in community activities, training delivered by external providers, and other activities that provide a clear benefit to the parish.

Both capital and revenue expenditure may be considered, subject to the Council's statutory powers and the requirements of the relevant funding source.

6. What Cannot Normally Be Funded

The Council will not normally fund:

- Individuals or projects primarily benefiting a single individual.
- Political organisations, political campaigning or activities promoting a political party.
- Commercial organisations or projects primarily intended to generate private profit.
- Retrospective expenditure.
- Activities outside the Council's statutory powers.
- Activities that are the responsibility of another statutory authority, where the Council considers it appropriate.

The Council may also refuse applications that do not represent reasonable value for money.

7. Applications

Applicants must use the appropriate application form, available from the Council. The Parish Clerk can advise applicants on which form to use.

The Council may request supporting documents, such as quotations, a project budget, financial information, permissions or details of other funding. Incomplete applications may be delayed while further information is obtained.

Normally, each organisation may submit one application per financial year. The Council may consider a second application in exceptional circumstances, at its discretion.

8. How Applications Are Assessed

Applications will be assessed against the following criteria. For applications seeking funding through the CIL Scheme, the Council will also assess whether the proposed expenditure meets the applicable legal requirements for CIL funding.

Community Benefit

- The number of residents likely to benefit and the nature and extent of the benefit.

- The contribution to community wellbeing.

Need

- Evidence of need for the project and any gaps in existing provision.

Value for Money

- The overall cost of the proposal and, where appropriate, competitive quotations.
- The expected outcomes in relation to the cost.

Financial Position

- The applicant's available financial resources and other funding secured or sought.

Deliverability

- The applicant's ability to complete the project successfully, including its planning and management arrangements.

Sustainability

- The likelihood of lasting benefits and, where relevant, arrangements for future maintenance and operating costs.

9. Conditions of Award

Successful applicants must:

- Use the funding solely for the approved purpose.
- Notify the Council of significant changes to the project.
- Provide evidence of expenditure and comply with any conditions attached to the award.
- Return any unspent funding unless otherwise agreed in writing.

The Council will confirm the amount awarded and any conditions in writing. Payment arrangements will be agreed with successful applicants. Where appropriate, recipients may be asked to acknowledge the Council's support.

The Council may withhold payment until it has received any supporting information reasonably required. It may require repayment of all or part of a grant if the project does not proceed, the funding is not used for its approved purpose, or grant conditions are not met.

10. Monitoring and Reporting

Grant recipients must provide evidence of expenditure within one month of completing the project or incurring the expenditure, unless the Council agrees otherwise in writing. Evidence may include invoices, receipts, photographs or a short written report demonstrating how the funding was spent and the benefits achieved. The Council may also request an update on the project's progress, expenditure or outcomes, as appropriate.

11. Decision Making

All applications shall be considered by Full Council, which may:

- Approve the application in full or in part.
- Approve the application subject to conditions.
- Request further information or defer the decision.
- Refuse the application.

The Council's decision shall be final. No applicant has an automatic entitlement to funding, and all awards are subject to available funds and applicable legal requirements.

12. Budget and Funding Priorities

The Council shall determine the annual community funding budget, local funding priorities and the availability of CIL funding. Funding awards are subject to available resources, and the Council may amend or suspend the scheme where budgetary circumstances require.

13. Conflicts of Interest

Councillors must declare any disclosable pecuniary interest or other relevant interest in accordance with the Council's adopted Code of Conduct.

Any Councillor with a relevant interest shall act in accordance with statutory requirements and the Council's procedures.

14. Review

This Policy shall be reviewed at least every three years, or sooner if required by changes in legislation, Council priorities, operational requirements or best practice guidance.