



GUIDANCE NOTES – COMMUNITY GRANTS POLICY

Each year, Keswick Town Council makes financial contributions to local organisations which provide valuable services that bring benefit to the local community. An additional £2,000 is available in the current financial year for local organisations which have suffered a loss of income due to the Coronavirus pandemic.

1. Who Can Apply?

Local community groups, voluntary organisations and sports/recreational clubs. All must be of a non-commercial nature and MUST fall within the Parish boundary of Keswick. The paramount concern of the Town Council is that any grant application must be seen to be of benefit to residents of Keswick.

2. How can the grants be used and how are they decided?

Grants can be used for capital projects or for revenue purposes but only for the purpose specified in the application and grant. The Council will appoint a Grants Panel to consider all applications and make recommendations to full Council for a final decision. The Council will decide applications in October 2020 for payment by the end of the month.

3. When and how should an application be made?

You should submit your application by email or post by Monday 5th October 2020. Applicants will be notified by the end of October 2020 whether their grant bid has been successful, in whole or in part. All applications are to be made on a specific form which can be obtained from office@keswicktowncouncil.gov.uk or from our website www.keswicktowncouncil.gov.uk

4. What is required with the application?

- A copy of your organisation's latest audited accounts and balance sheet
- An estimate of the income and expenditure for the current year.

5. How are the applications assessed?

The Grants Panel will take into consideration the following:

- Amount of grant requested
- The purpose of the grant
- To what extent the applicant organisation serves the town community
- To what extent a grant would serve the town community in this case
- How frequently the town community might benefit
- Whether the organisation is based in the town
- Whether the request fulfils a need that would not otherwise be met
- Whether a grant would offer support in a crisis or provide a lifesaving service.

