

**COMMUNITY GRANT SCHEME**  
**Closing date: 31st October 2018**  
**To be considered at the Parish Council meeting on**  
**12th November 2018**

The Parish Council administers a scheme whereby voluntary Clubs, Organisation etc can apply for a grant to help meet their costs or to buy repairs, equipment or services. Any such Clubs and Societies wishing to apply for consideration under this scheme should contact the Clerk for an application form or print one from the website. It can also be emailed in Word form to be completed and emailed back to the Clerk. This must be returned by 31<sup>st</sup> October 2018 at the very latest (and earlier if possible) for consideration at the November PC meeting.

If the funds are to buy services or equipment, the Parish Council can buy these and donate to the Group. The Parish Council can then recover the VAT. This makes the grant worth 20% more.

**CONDITIONS:**

Before applying, voluntary clubs and organisations should check that the organisation meets the following criteria:

1. Is situated within the Parish of Woodbury
2. Does not restrict membership. Any person who is genuinely interested in its activities should not be unreasonably disqualified.
3. Is properly constituted, meaning that it has rules & regulations, a Management Committee and officers etc.
4. Keeps acceptable financial records which it will be required to submit.
5. Has a real financial need for the grant.

**HOW TO APPLY:**

Either download a form from the website ([www.woodbury-pc.org.uk](http://www.woodbury-pc.org.uk)) or contact the Clerk ([woodburyparishcouncil@gmail.com](mailto:woodburyparishcouncil@gmail.com) or 01395 233791) who will send an application form and provide additional information if required.

Applicants will be advised whether or not they have been successful shortly after the November PC meeting and the funds will be made available when any additional funding that may be required has been agreed and received by the applicants.