

SILSDEN TOWN COUNCIL

DONATIONS/GRANT POLICY – NOTES FOR APPLICANTS

These terms of reference were agreed at meetings held on 2nd April 2026

1. Groups within the parish can apply to the fund.
2. The scheme will support both capital and revenue projects, however funding solely of wages will not be allowed.
3. Groups will apply to the fund using the agreed application form (As agreed on 2nd April 2026).
4. Groups will be expected to supply the following accompanying documentation:
 - a. A copy of the most recent accounts, including an up to date balance sheet
 - b. A copy of the constitution or rules of the group
 - c. Provide proof that the group has a bank account with two signatories.
 - d. Provide a 12 month forward plan (activities and finance) and where larger grants are requested a business plan may be required.
5. Groups can apply once per year but may bid for a number of elements of a project in the application.
6. All applications will be considered with regard to financial stability of the groups and judged on their own merits; particular attention will be given to the group clearly demonstrating the need for the project.
7. Groups will be expected to contribute some of their own funds to the project although a set percentage has not been agreed.
8. Where partnership funding is being sourced outside the parish, the council would wish to see that such funding has been secured prior to awarding a grant.
9. Retrospective applications will not be accepted for consideration.