

CYNGOR TREF **LLANIDLOES** TOWN COUNCIL

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GRANT APPLICATION POLICY & POINTS TO NOTE

General

1. Applications will be considered by the Finance, Staffing and Town Hall Committee which meets approximately quarterly (or by Full Council when necessary) and will be allocated in line with its annual budget.
2. Only one grant per applicant will be awarded in any one financial year.
3. Annually recurring grants will not be considered as a rule, but each grant will be considered on its merits and the benefit to the community as a whole.
4. Retrospective applications or payments/reimbursements will not be considered.
5. It is a condition of the grant that successful applicants may be required to show proof of expenditure and submit relevant purchase orders/quotations/invoices etc to the Clerk
6. Grants must be spent within one calendar year of allocation, and in default the grant monies must be returned to the Council.

Eligibility

1. Registered Charities (if National, then there should be a proven benefit to local residents)
2. Community Organisations
3. Voluntary Groups – run on a not-for-profit basis with a current bank account in the name of the group.
4. The Council will consider applications from religious groups, but the application must show that the project will bring wider community benefit.
5. Grants will not normally be considered from individuals unless there are very specific, proven benefits to the community.
6. Councillors may, at their discretion, make proactive contact with eligible groups and invite them to apply for funding, assisting them with their application if necessary.

Grant conditions

1. Grants will be given towards direct costs/expenditure for a wide range of purposes including marketing, professional fees or training costs, capital expenditure, refurbishment or development projects or events.
2. Any grant received must be specifically for the project and purpose described in the application. Any changes to the objectives/purpose stated in your application, must first be discussed with the Town Clerk.
3. Whilst the Council does not require that applicants have match funding from other sources for their project, it should be stated on the application if other funding is being sourced.

Application procedure

1. All applications must be made on the standard form available from the website www.llanidloestowncouncil.gov.wales or from the Town Hall Office.
2. The form must include a statement (which can be on a separate sheet) setting out the purpose of the grant applied for in the context of the group's aims and objects, and the intended benefit to the community. The more comprehensive the statement, the easier it is for the Council to make an informed decision.
3. Applications must normally be accompanied by at least one year of (audited or inspected) accounts for the organisation, if applicable, together with current bank statements where relevant, a full budget/financial projections, and quotations where relevant to demonstrate: the actual purpose for which the grant is required; and whether the project/event will be financially viable. The requirement for audited accounts may be waived at the Council's discretion if the applicant is: a company exempt from audit under section 477 of the Companies Act 2006; or a newly formed organisation which has not yet produced annual accounts.
4. Grants will be paid by BACS into a group/organisation bank account. Grants will not be paid into personal accounts save in exceptional circumstances and by prior agreement.

Policy adopted: 26 January 2026

Review due: January 2029