AGENDA ITEM No. 10.2

CAMBOURNE PARISH COUNCIL

District of South Cambridgeshire

PRINCIPLES OF GRANT AID

Cambourne Parish Council aims to operate a grant aid system which considers grant applications. Applications are considered by the Finance and Policy Committee or by the full Council as appropriate.

The Parish Council Grant Aid System aims to:

- Help Cambourne voluntary groups to improve their effectiveness
- Help to ensure the provision of services needed by Cambourne residents via the voluntary sector
- Support organisations which meet the needs of people experiencing social and economic difficulties and
- Promote equality of access and opportunity for all Cambourne residents to the services and funds it provides

The Parish Council values the diversity and strengths of the local voluntary sector and acknowledges its independent role in the community as:

- A source of valuable services
- A means of enabling people to work together
- A channel for campaigning and advocacy

The Parish Council defines a voluntary group as a 'not-for-profit' organisation, set up and run by a voluntary, unpaid management committee.

This document gives the Parish Council's general funding principles and details its expectations of all groups in receipt of grant aid.

Groups applying for grant aid should note:

- Grants are made only to groups meeting the needs of Cambourne residents.
- Grants are made to encourage new groups or new projects, to meet deficits on future running costs, or to help with the costs of some one-off expenditures
- Grants will only be made to groups which **need** financial help. Accumulated reserves will be considered when grant levels are decided.
- Grants are normally made for one year's expenditure at a time and should be spent within the year for the purpose for which they were given. They should not be added, wholly or partly, to reserves unless part of a previously approved programme of funding for a particular project.

- Grants cannot be made to cover money already spent. Groups with premises should apply for discretionary rate relief from South Cambridgeshire District Council.
- Grants will not be made to groups which operate for private gain or are connected with any political party.
- Grants will not be made to groups or organisations who promote hatred or intolerance of any kind.
- Grants may be made to religious organisations for social or welfare purposes, but not to cover the costs of worship or conversion.
  Groups will be required to return grant aid if they close, if a project or services funded by the Council is not satisfactorily provided, or if the money is not spent as described in the Application for Financial Assistance.

Voluntary groups grant-aided by the Council are required to:

- Ensure efficient levels of administration, hold regular meetings, keep minutes and circulate information to group members.
- Keep proper accounts. Grants may only be made to groups which have submitted satisfactory accounts, unless the group is recently formed.
- Report back to the Council as required to the Council on their activities
- Involve group members and users in policy-making and in the management of activities and services
- Be open to eligible users, as defined by the group's constitution
- Establish and monitor equal opportunities policies and practices
- Meet the legal responsibilities of an employer where appropriate; adopt, implement and monitor good employment practices and procedures
- Recruit and support volunteers where appropriate
- Acknowledge the Parish Council's support in annual reports.

CAMBOURNE PARISH COUNCIL

District of South Cambridgeshire

APPLICATION FOR FINANCIAL ASSISTANCE

1 Name of Organisation: **Cambourne Raptors Basketball Club**
2 Name, address and telephone number of correspondent (and office held):
3 What are the objectives of your organisation? **To promote basketball to the local people**
4 Is membership/support open to any resident of Cambourne, regardless of sex, age, ethnic origin, religion, disability or sexual orientation? If not, please give reason: **Yes**
5 Amount of grant applied for £ 900
6 Purpose for which the money will be used. Please explain clearly and simply the reason for your request. (a separate sheet can be used if required) See Cambourne Junior Basketball Document **To set up Junior Raptors in Cambourne, the club requires funding to cover the following costs:** 12 Under 12 Junior balls (size 5) = 12x£12 =£144 12 Rubber Outdoor balls (size 7) = 12x£14= £168 Junior bibs = £27 Cones (pack of 50) = £15 Bags to keep/carry the balls = 5x6 = £30

Team kit for Juniors = £200 (estimated) Cost of qualification for another level 2 coach = 1x£200 First aid training for the coach and his assistant =2x£60 = £120
7 Have you applied for grant aid to any other organisation (including local authorities)? If so, to whom (please give details of the decision on your application): (a separate sheet can be used if required) **We have not applied for any grant for the junior basketball until now. We have had a few successful applications for the senior basketball during last 2 years.**
8 Is there anything else you wish the Parish Council to take into account when considering this application? See Cambourne Junior Basketball Document
9 Please ensure that you have attached up to date examined accounts in support of this application. **Yes**
10 Bank Details If Grant approved can be paid directly. **Bank Name:** **Account Number:** **Sort Code:** **Account Name:**
11

Supporting Documents to be supplied with this Application.

Constitution	YES
Committee Membership	YES
Financial Information	YES
Cambourne Junior Basketball	YES