



LISKEARD TOWN COUNCIL

GRANT AWARDING POLICY

Aim: Liskeard Town Council allocates a grants budget annually to assist other organisations within the town to achieve projects, services, exhibitions and events of benefit to the town and its residents.

Eligibility Criteria to assist potential applicants and Councillors.

- Applications can only be considered if they can demonstrate that the grant aid will be of benefit to the community of Liskeard.
- Grants will only be given to non-profit making organisations.
- All grant applications must be accompanied by the latest set of accounts, failing this, a current statement of the funds and balances.
- An individual may not receive a grant, although a club or association can apply.
- A single business cannot receive a grant, although a Trade Association or Chamber might put forward an eligible project.
- Grants will not be awarded retrospectively to any project.
- Grants will not be given for normal repairs or maintenance.
- Grants will not be paid against the normal operating costs of an organisation, e.g. wages, rents, stock etc.
- Normally awards of grant will be in the range of £50 - £500. For applications which the Council considers are exceptional, the Council can reserve the right to approve a grant of up to £5,000. The approval of a larger sum would need to be ratified by the Town Council under Financial Regulation 5.8 of the Revised Regulations adopted on 20 October 2015.
- The money must be used within two years of being awarded.
- Should a grant be awarded the Town Council requires as a condition of approval that the support of the Town Council is acknowledged in all relevant

press releases, social media posts etc. and that the recipients of grants give feedback to the Town Council on the use of the monies awarded. This could include presenting information at the public annual meeting.

- Applications are welcomed from community groups, social enterprises, trusts and charities.
- Should the project be appropriate the Town Council would encourage applicants to seek the support of other grant bodies including from those outside of the town. This will help to draw down the maximum amount of external investment into the town.
- That a project seeking town council grant assistance should not already have been approved for the award of a Town Forum grant. (Note – funds held by the Town Forum have been provided by the Town Council).
- Each applicant will only be permitted one grant approval per financial year.
- Should the grant fund the purchase of an asset or service, which could be used by other community groups when not required, the applicant is encouraged to share the benefit.
- Applications must be made on the form supplied.
- Applications to be sent by e-mail to the Town Clerk townclerk@liskeard.gov.uk or posted or handled into the Town Council Offices at 3-5 West Street, Liskeard PL14 6BW
- Correctly completed applications will be considered by Town Council. The applicant may attend the Council and present their application to the Council if the applicant wishes.
- If the proposed project does not comply with the above guidelines, it will not be considered by the Council.

Adopted: 19 March 2019

Modified: As circumstances require

Reviewed: 25 March 2020

LISKEARD TOWN COUNCIL
GRANT APPLICATION FORM

Do not complete the Application Form until you have read the Grant Awarding Policy and believe that you comply with it.

By making the application you are giving consent for the information to be shared with Councillors and the public

**When you have completed this form please send it to:
The Town Clerk, 3-5 West Street, Liskeard PL14 6BW**

Name of Applicant / Organisation	Healthy Cornwall
Person to contact Position Held	Marcia Hemming Health Improvement Practitioner
How are you funded?	Grant funded by CC
What benefits will your project give to the town, visibly or in the Community? Who in the Town will benefit?	<p>The CookWise course has been set up to upskill and support socially isolated and vulnerable individuals in the Liskeard Community. Working with ten individuals identified by Social Prescribers. area. We are planning to run a six-week course followed by a two -week break, to recruit participants. Then offer subsequent courses.</p> <p>The courses are free of charge and facilitated by Healthy Cornwall, Health Improvement Practitioners. Liskeard is a target area for Healthy Cornwall, and they have ongoing projects in the area. Targeting health inequalities across the life stages.</p> <p>Participants of the course will be given an opportunity to improve their health, not only physically but mentally by being encouraged to take part in group activities within the community. This can lead to greater health outcomes and reduce the pressure on local health services.</p>
A brief description of your project	<p>The six-week course, commencing on Wednesday 14th September. Will encourage and give participants the confidence to cook, simple healthy budget friendly meals. By cooking and eating together. This will be the focus of the two - hour sessions. However, each week will also be addressing current issues, such as: how to stay warm this winter – the most energy efficient ways of heating and cooking – the rising cost of food and how to eat nutritious meals by planning and budgeting. There is also a planned</p>

	exit strategy, and we will be signposting to support groups, currently running in the Liskeard
<p>Have you previously received a grant from Liskeard Town Council?</p> <p>If 'Yes' please indicate</p>	<p>NO</p> <p>(a) When (Date)</p> <p>(b) Amount received £</p>
<p>What is the total cost of your Project?</p> <p>What sum of money are you looking for from the Town Council and what exactly will it be used to support?</p> <p>How is the difference to be funded?</p>	<p>We are asking for a grant of £500, in order to gift each participant with a slow cooker. To enable them to cook healthy meals in an energy efficient manner.</p>
<p>Charity Number or Registered Company Number (if applicable)</p>	<p>Please do not sign your name in this box.</p> <p>Date</p>

IF POSSIBLE, PLEASE PROVIDE AN UP TO DATE COPY OF THE ORGANISATIONS ACCOUNTS