



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 on the Finance and General Purposes Committee

- 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 organisation's 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 Committee considers are exceptional, the Committee 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 press releases, Facebook posts etc. and that the recipients of grants give feedback to the Town Council on the use of the monies awarded.
- 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 external investment into the town.
- 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 handed into the Town Council Offices at 3-5 West Street, Liskeard PL14 6BW
- Correctly completed applications will be considered by the Finance and General Purposes Committee of the Town Council. The applicant may attend the Committee and present their application to the Committee if the applicant wishes.
- If the proposed project does not comply with the above guidelines, it will not be considered by the Committee.

Adopted by the Town Council 19 January 2016

Modified 15 October 2018

Review January 2018

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

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

Name of Applicant / Organisation	Plastic Free Liskeard
Person to contact	Tristram Besterman
Position Held	Community Lead and Treasurer
Address	Hollywell, Lodge Hill Liskeard PL14 4EH
Telephone	01579 349146 and 07796 660057
Email	t.besterman@gmail.com
How are you funded?	From grants in the public sector (applications submitted)
What benefits will your project give to the town, visibly or in the Community? Who in the Town will benefit?	Plastic pollution is now widely recognised by Government, by science, by industry and by the general public as poisoning the planet. At community level, the reduction and eventual elimination of single-use plastic (SUPs) from Liskeard will create a healthier environment for all. The reputation and profile of Liskeard will be enhanced when we achieve the Plastic Free Community standard awarded by SAS.
A brief description of your project	Plastic Free Liskeard is registered with Surfers Against Sewage (SAS) as part of their Plastic Free Communities nationwide initiative. The objective is to reduce and as far as possible to eliminate single-use plastic (SUPs) from Liskeard, by working with the local community, local business, and in partnership with local public sector, schools and community organisations.
Have you previously received a grant from Liskeard Town Council? If 'Yes' please indicate	NO (a) When (Date) (b) Amount received £
What is the total cost of your Project? What sum of money are you looking for from the Town Council and what exactly will it be used to support? How is the difference to be funded?	Estimated at £1,276 (budget spreadsheet appended) £500 This sum would be used to defray the following costs: PFL-branded, re-usable paper bags: £270.36 PFL-branded jute 'bags-for-life' (contribution): <u>£229.64</u> TOTAL £500.00 We hope from grants awarded by Liskeard Town Forum and Cornwall Council Community Chest , applications pending.

<p>Name of your Bank Account (Account Payable to)</p>	<p>Plastic Free Liskeard & Looe (Lloyds Bank on-line business account. Any funds awarded for Plastic Free Liskeard will be spent and accounted for solely for the benefit of Liskeard and its project costs. The two community plastic free campaigns are fronted and accounted separately but administered in a community partnership to benefit from economies of scale and joint working.)</p>
<p>Charity Number or Registered Company Number (if applicable)</p> <p>Plastic Free Liskeard is a not-for-profit community enterprise. It is not an independent legal entity. It is, however, formally registered with Surfers against Sewage, Wheal Kitty Workshops, Cornwall TR5 0RD Registered Charity 1145877 Company registered 2920815</p>	<p>Signed</p> <p>Date 5 November 2018</p>

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

Please note that Plastic Free Liskeard was established in 2018 and has no funds in its accounts. The expenditure to date has been at the sole cost of the applicant personally. A spreadsheet is appended, which shows the budget estimates for this application.