

Datchet Hall Endowment Fund Grants Policy

Aims and activities

The Trustees are required to apply the charities clear income towards providing for the inhabitants of the Parish of Datchet and the neighbourhood thereof, facilities for recreation and other leisure-time occupation in the interests of social welfare with the object of improving the conditions of life for the said inhabitants.

Overview

The Datchet Hall Endowment Fund recognises the importance of supporting local groups and organisations and awards grants as a means of doing this to benefit the local community.

The purpose of this policy is to ensure that there is an open, consistent and easily understood approach to awarding grants.

Application procedure

The DHEF meet 3 times a year in March, July and November. Applications may be submitted at any time during the year but will only be considered at a scheduled meeting.

Applications should be in the form of a written request and must be accompanied by supporting documentation, i.e. how the application will benefit the group /organisation, including photographs and plans if necessary. In some cases the group /organisation may be asked to attend one of the meetings to give a presentation.

If the grant is for the purchase of a specific piece of equipment copies of the quotes obtained should be sent to the DHEF. The group /organisation should purchase the item at the agreed price and the DHEF will issue a cheque for the same amount when it receives a copy of the invoice.

The DHEF reserves the right to request any additional information to aid determination of the grant.

Eligible applicants

Any voluntary group or community organisation which operates within the parish may apply but the DHEF must be satisfied that any grant made is likely to improve their recreational, economic, social or environmental well-being.

Organisations will not be given more than one grant per financial year.

Conditions of funding

The following conditions will apply:

- Grants will only be considered if submitted to the Clerk to the DHEF supported with the necessary requested documentation. If there is insufficient documentary evidence the application may not be considered
 - If the project is relying on funding from the Council it should not be started until an offer has been received
 - Grants will not be awarded retrospectively for work, goods or services
 - Grants may be awarded for less than the amount requested
 - Grants will not be awarded to finance running costs, salaries or wages
 - If the group is unable to use the grant for the stated purposes and within the stated timescale, monies must be returned to the DHEF
 - The grant must be used only for the purpose for which the application was made.
 - The DHEF decision will be final.
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