

BRADFIELD PARISH COUNCIL

POLICY FOR ASSISTANCE WITH FUNDING BIDS

Adopted on 24th October 2012

General Principles

Bradfield Parish Council is funded only by the local residents of Bradfield Parish and therefore has only limited funds available to assist community organisations located and/or working in Bradfield Parish for the benefit of local residents. The objective of Bradfield Parish Council's Funding Bids Policy is to support and encourage a diverse range of community activities, initiatives and events that meet the needs of Bradfield Parish residents. We particularly look at supporting activities that build the capacity of community groups to support themselves.

Bradfield Parish Council is committed to providing assistance and support to local community groups which are set up to promote community life for Bradfield residents. The Council's financial support is provided by way of providing the services of a Community Development Worker (CDW) to assist groups in compiling and submitting funding bids to external funding sources.

The service provided is to assist a group to compile and submit a funding bid only and not for any assistance with the delivery of the project.

Responsibility for delivery and any monitoring requirements specific to the funding source will lie with the group submitting the funding bid. Bradfield Parish Council will accept no liabilities for the project or the funding received.

In order for this Council to be able to rationally and objectively assess applications, many of which will inevitably be totally dissimilar in content, it is both necessary and helpful to assess all applications received against a range of criteria. These are designed to be a general indication of need but are not exclusive and can be flexibly applied.

In general, the following principles apply:

- Assistance will be given on the basis of need, merit and contribution to the local community
- Applicants must clearly show how any assistance given will benefit the people living in Bradfield Parish or will benefit the environment within Bradfield Parish.

The Aims of the Councils Funding Bids Policy

- To enable local people to participate in voluntary groups and activities.
- To help the Parish's voluntary groups to improve effectiveness.
- To ensure the provision of services, needed by Parish residents, via the voluntary sector.
- To ensure that there is equality of access and opportunity for all Bradfield Parish residents to the services it provides.

(The Parish Council defines a voluntary group as a non-profit making organisation, set up and run by a voluntary, unpaid management committee.)

General Conditions

That applications from national organisations be rejected unless it can be clearly demonstrated that the service would be used specifically for the inhabitants of the area served by the Council.

That no service be given to applicants towards the relief of costs or expenses arising from or relating to credit or debts.

Organisations are required to provide a report on any funding bid.

The not for profit organisation must have clearly stated aims and objectives. Only non-profit organisations are eligible to receive assistance. No individuals or for-profit groups may apply. Eligible organisations include historical societies, cultural, community organisations, sports activities etc.

No service will be given for the promotion of a party political viewpoint or for the promotion of a particular religion. Applicants must demonstrate that the project will be of benefit to the wider community.

Membership organisations should show number of members and state what percentage live in the Parish.

Applicants must demonstrate equality of access and opportunity.

How to apply to Bradfield Parish Council for funding assistance

Application forms are available from Bradfield Parish Council. Write to:

Bradfield Parish Council Offices

Mill Lee Road

Low Bradfield

Sheffield

S6 6LB

Telephone: 01142851375

Email: admin@bradfield-yorks-pc.gov.uk

Website: www.bradfield-yorks-pc.gov.uk

If you need any help or assistance with your application please contact the Clerk via the above address, telephone number or email address.

What happens after I apply to Bradfield Parish Council

The Clerk will check your application form to see if it is complete. If your application is not complete you will be asked for the missing information or you may be contacted for additional information.

Decisions will be assessed using the following criteria:

- a completed application form

- what need/demand there is for your project

- support and involvement for the wider community

- if your project provides value for money for the residents of Bradfield Parish

Your group will be informed of the decision by the Clerk to the Parish Council and if successful the CDW will then contact your organisation to offer assistance. The services of the CDW will be paid for by Bradfield Parish Council as agreed. Bradfield Parish Council will carry out ongoing checks as to the success of any funding bid assisted by the services of the CDW.