

## **OVERTON COMMUNITY COUNCIL**

### **COMMUNITY CHEST GRANT**

#### **NOTES FOR APPLICANTS**

- 1) Grants may be made by the Overton Community Council towards capital expenditure by local organisations within the area administered by the Community Council.
- 2) Grants will not be made towards general maintenance or running costs.
- 3) An application shall be made on a form obtainable from the Clerk to the Community Council.
- 4) The Community Council reserves the right to request detailed particulars of an applicant's financial position. Any information will be treated in confidence.
- 5) Funds available for grants are limited and there can be no guarantee of a grant being offered in any particular case.
- 6) Grants may be made towards the setting-up of a new local organisation, providing the Community Council is satisfied that a proper constitution exists and that the organisation has adopted a programme of fund-raising events for at least one year.
- 7) Grants may only be used for the purpose for which they were sought.
- 8) The Community Council reserves the right to refuse an application without explanation.
- 9) The Community Council may, if it so decides, offer only a proportion of the grant applied for.
- 10) The Community Council may request such further information as it requires to consider an application for grant aid.
- 11) An additional written statement of not more than one side of an A4 sheet may be submitted in support of the application.
- 12) The offer of a grant will lapse after a period of 12 months from the date that the offer was made by the Community Council.
- 13) Grants will only become payable upon the submission of a copy of an order, receipt or invoice for the purpose for which the grant has been offered. (e.g. purchase receipt of equipment or where a grant has been made towards a building project, the submission of the first invoice)
- 14) The application for a grant must be with the Clerk by 31<sup>st</sup> October – the application will be considered by the Community Council at the November meeting.

Clerk to the Council  
Overton Village Hall  
Penyllan Street  
Overton  
Wrexham  
LL13 0EE

01978 710055