

For Office Use Only

Grant applications must be checked against the following criteria. Any questions where the answer is no must be reported to the Finance and Policy Committee meeting where the application is being considered and must form part of the formal agenda items list for that meeting.

Yes	
✓	The grant will result in a benefit for the area covered by the Town Council and will contribute positively to the life of people living, working and visiting the area of Yateley, Frogmore and Darby Green?
✓	Does the grant exclude ongoing running costs?
n/a	If the application is for running costs has the applicant included plans for where future running costs will be found from?
✓	Is the grant for a group and not for individuals or organisations whose function is primarily undertaken by the health authority or Hampshire County Council's Social Services?
✓	Is the grant for non-political or non-quasi-political organisations or projects?
* No	Is the grant application for £1,000 or less?
✓ ###	For applications in excess of £500, has the applicant detailed sources for at least 50% of the overall cost of a project?
n/a	For applications for less than £500, has the applicant detailed evidence of applications to other funding bodies and/or internal fundraising.
✓	Does the application include the required financial and organisational information?
✓	Is this the only application in this financial year from this group or organisation?
✓ 25%	Is the applicant based in the Town Council area? If not what proportion of beneficiaries of the grant reside in the area? (grants will be pro-rata for residents of Yateley using that service.)
* Partly	Is the application for future funding? (ie not retrospective)
✓	Is the grant for the sole use of the applying group and not to pass on money?
n/a	Will the applicant supply invoices before payment of a grant?
✓	Has the applicant demonstrated how one-off grant funding will lead to greater self sufficiency and lessen the need for future applications.
n/a	For applications for funds for security measures, does the applicant have the support of the local police or crime reduction officer.

Assessing officer J. Biscombe

Date of assessment 8/10/18

Decision (delete as applicable) reject / return for further information / proceed to committee

Approved as agenda item for the Finance and Policy meeting on 15/10/18

Outcome at that meeting