

## FROME TOWN COUNCIL MAYORS SMALL GRANTS

### Criteria, Terms & Conditions

Small grants of up to £300 are considered on an ongoing basis by the Town Clerk in consultation with the Mayor, for organisations with a turnover of less than £20k per year.

Applications can be made to fund resources and or the running costs of a project (including staff time).

In your application you will need to demonstrate that:

1. your project directly benefits Frome residents.
2. your project is not funded through any other means by Frome Town Council.
3. your project has not already taken place.
4. your organisation is not party political or profit making.

You will also be asked to tell us how your project fits with the Frome Town Council (FTC) strategy:

#### **Strategy area one: Health and Wellbeing**

FTC aims to see a flourishing and active community of people and organisations working together.

We also wish to encourage participation beyond the 'usual suspects' by providing, for example opportunities for young people to be included in the town's decision making.

#### **Strategy area two: Prosperity and Resilience**

FTC will support projects which promote a thriving business community, connected with each other and with the town, providing employment and prosperity.

We are also interested in receiving applications for projects which seek to capitalise on energy efficiency, reduce waste and or promote sustainable transport solutions.

#### **Strategy area three: Environment**

FTC recognises the wellbeing aspect of the town's open spaces. Walking, cycling, and formal and informal sports opportunities are important for both health and social connections.

We are also keen to support a focus on enhancing the attractiveness, variety and accessibility of green spaces.

You will need to provide the following documents with your application:

- a) A copy of your most recent accounts
- b) A copy of a bank statement
- c) A copy of your constitution
- d) Confirmation of a bank account with more than two signatures on it

If you are successful we will ask you to:

- a) Come into the town hall to receive your grant from the mayor. We will take a photo and publish a press release.
- b) Tell us, using the monitoring form we will provide, how you used your grant and show how the money was spent against the budget, once the project is finished.
- c) Abide by all relevant laws and regulations. FTC may ask you for copies of policies and procedures.
- d) Include the grant on your financial accounting as specified restricted income / expenditure.

And finally:

FTC reserves the right to recall any grant given to an organisation which ceases to operate during the financial year in which the grant has been given.

If FTC becomes aware of evidence of dishonesty or negligence which could bring the reputation of Frome Town Council into disrepute, action will be taken and the grant terminated.