



S106 GRANT AID POLICY FOR TOWN CENTRE PURPOSES / EVENTS

Conditions

Requests for grant aid will only be considered from the following categories:

- A Hythe based organisation
- An organisation serving the needs of Hythe residents & town centre businesses
- Hythe residents requesting grant aid for a project / event, which will be for the benefit of the local community / town centre
- A Hythe based club, association or charity organisation serving a specific section of the community or the community as a whole
- A local organisation which serves the needs of the town

Considerations

In deciding upon individual requests, consideration will be given to:

- The likely beneficial impact of Hythe Town Centre area
- The overall financial circumstances of the group applying for funds
- The efforts being made by the group to fund its own activities
- The funds available to cover requests for the remainder of the financial year

Requests will not be considered for retrospective expenditure or to cover activities beyond the current financial year.

Grants are awarded to support individual projects or events and to provide transitional support for local organisations experiencing difficulties. They are not intended to provide permanent support.

The maximum grant payable for each application will be £2,000.

Applications process

Applications will initially be considered on a quarterly basis by the Town Council's S106 Working Group. The meetings will be held in February, April, July & October each year for a period of up to seven years. To ensure that fair and proper consideration may be given to all requests, the Council requires the following to be submitted:

- A completed application form
- The most recent income & expenditure account (or financial projection for the current financial year if a new organisation)
- Any additional information the organisation considered will support their application

Grants will be paid upon receipt of eligible receipted invoices for the admitted project costs. Applicants must, within twelve months, provide a synopsis of the outcomes of the project.



Folkestone
 Hythe & Romney Marsh
 Shepway District Council



APPLICATION FORM FOR S 106 GRANTS

Name of Organisation:

Contact person name:

Contact Telephone No.....

E Mail address.....

Address:

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Please attach information of what your group/organisation is and what it does. **All applications should enclose the audited accounts for the last completed financial year of the organisation, unless this form is an addition to an application made earlier this year.**

Please give an outline of your project.....

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Please continue on a separate sheet if necessary.

What is the total cost of your project ?.....

Amount of grant requested from the S106 Fund?

What will the grant you apply for be spent on in relation to the overall project?

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Who in Hythe benefits from your organisation's/group's activities?

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Are you applying to other funders? YES NO

If yes, please give brief details

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Please give details of fundraising efforts already made for the same purpose as this grant application

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Please give details of *future* efforts planned to raise funds for the same purpose as this grant application

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If your organisation/specific project or event involves children do you have child protection policies in place? YES NO Not Applicable

Is your organisation fully covered for insurance risk, especially £5m public liability insurance ?

 YES NO

Does your organisation comply with its obligations under the Equality Act 2010

 YES NO

Please attach a budget for your proposals, including income and expenditure, to this application. This budget can include the value of the time given by helpers and volunteers (please indicate number of hours given or intended to be given) and any gifts or services in kind provided by either your members or outside bodies or firms. This information is in addition to the **audited accounts for the last completed financial year of the organisation, unless this form is an addition to an application made earlier this year.**

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Signature of Applicant & Position held

.....
Date



Folkestone

Hythe & Romney Marsh

Shepway District Council



PLEASE RETURN TO: The Town Clerk, Hythe Town Council, Oaklands, 1 Stade Street, Hythe, Kent CT21 6BG

Unless all requested information is supplied your application cannot be considered, so, have you:

- completed all parts of the form?
- Signed the form?
- Submitted a budget, including income and expenditure?
- Submitted audited accounts for the last completed financial year?