



Policy for Sports, Educational and Recreational Grants

A Social Educational and Recreation grants fund will be created in the reserves from an allocation of a proportion of the net profit after rent from social events organised by the Community Association Social Committee. The % allocation is determined at each year-end, dependent on unallocated reserves on hand and any residue in the SER Fund from earlier years and will be recorded in the minutes of the AGM. The fund can be withdrawn at any time if the Community Association Council (CAC) is required to reallocate the funds to its second objective (upkeep of the Village Hall) in accordance with its Deed of Trust and lease requirements.

High Legh Associations will be invited, using the Newsletter, website and any other relevant media such as What's On and/or Facebook, to apply for a grant from this fund by sending a written or email application to the Treasurer (highleghcatreasurer@gmail.com) by 31st January, 30th April or 31st August.

All applications will be acknowledged, and assessed by the CAC at their next meeting after the grant deadline. Members of any applicant organisation or close family members of an applicant will not vote on the application at the CAC meeting. Applicants will be advised of the CAC decision within 45 days of the application deadline. There is no appeal from a CAC decision.

Criteria for Assessment of Applications

- The proposed expenditure must be fully in accord with HLCA Charitable Objectives
- The benefit and outcome to "residents of High Legh" must be clearly identified resulting from delivering the service or purchasing the item or items listed in the application
- Grants can only be awarded for future expenditure, for the purpose described in the application and confirmed in the award letter.
- Applicants should provide evidence that any proposed expenditure offers good value for money, identifying total costs to be incurred(including two quotes for the items to be purchased), and any contribution being made by the applicant(s)

Amount Awarded

- The total amount of all grants awarded must not be more than the amount in the SER reserve at the time of the CAC meeting.
- If at any CAC grants meeting the total value of the acceptable applications exceeds the amount in the fund, then priority will be given to the applications that benefit the greatest number of High Legh residents.

- A limit of £250 per application is set for 2024/25 and subsequent years until the policy is next reviewed. Applicants will be limited to a maximum grant of £500 in any financial year

Payment

Following receipt of the grant approval letter, the applicant will provide the Treasurer with either a supplier's invoice for payment, or a proof of purchase of the item or items approved by the CAC. The Treasurer will arrange a transfer of funds by BACS to the applicant organisation's bank account, for the money actually spent, provided that the expenditure is for the agreed purpose, and is equal to or less than the amount granted. Applicants will have up to one year from the award of a grant to request payment.

Any discrepancy will be notified to the CAC, and appropriate action agreed. The CAC will have no further responsibility for the item or items purchased using grant funding.