**GRANT POLICY & PROCEDURE**

The Lostock Gralam Parish Council has a small grants scheme which offers grants to community groups.  The amount of money available is set annually in the budget of the Council.  The average grant is in the region of £200.00.

Grant requests can be submited at anytime of the year and will be considered at the following  Parish Council meeting.

**Eligibility**

* Grants  will only be awarded to non-profit Community groups.
* Grants will not be awarded to individuals.
* Only one grant per year will be awarded to an organisation. Only in exceptional circumstances will a second grant be considered.
* A grant should be for the benefit of the Community.

**Submitting a grant request**

* Applications must be made using the councils S.137 Grant Request Form.
* Applications must be returned to the Parish Clerk by email, post or in person.
* Applications will be considered at the following Parish Council meeting.
* Please complete and return the below S.137 Grant Request Form.