Wem Town Council

Small Community Grant Applications

Wem Town Council operates a community grant scheme which aims to ensure that public funds are used to assist local organisations and enable them to develop and achieve their aims, where these benefit the town and the local community. Criteria, terms and conditions are detailed below.

Who can apply

Applications are encouraged from local community-based 'not-for-profit' or charitable organisations, such as voluntary groups, societies, clubs (including new start-ups), sports clubs, youth clubs and playgroups.

A local organisation is defined as an organisation based in the Wem Town Council area, or national bodies, with an independent branch in the same area, providing support to the residents of Wem Town.

Grant Applicants will be considered from Applicants who

- are non-commercial;
- have a constitution, set of rules or documented aims and objectives; and
- have a bank account with at least two signatures.

Grant Applications will not be considered if

- they are for financial assistance to an individual
- the project has already been carried out

General criteria for all Community Grant Applications:

The Council

- Will not consider applications which are not supported by financial information and a copy of the constitution.
- Will consider applications on their merit and will treat similar projects equitably;
- Will use its discretion when awarding grants, but the value will not exceed **£500.**
- Will consider previous grants made to an organisation when assessing a new application.
- Will not award grants to or for any commercial venture for private gain.
- Is entitled to ask for all or part of the grant to be repaid if the organisation disbands during the period of the grant.
- Will normally only consider one application per year from an organisation, but occasional exceptions may be made.

The Recipient

- Can only use the grant for the purposes stated in the application (the Council reserves the right to reclaim any grant not being used for the specified purpose of the application).
- Is responsible for complying with legal and statutory requirements when using the grant.
- Must be prepared to participate in any publicity required by the Council.
- Is required, within six months, to provide a brief outline of the benefits to the community of the grant monies. Failure to provide this when requested, may result in non-determination of any future application.

What can the grants be used for?
The grant can be used for projects which are in the interest of all or some of the inhabitants of Wem.

The Town Council prefers to consider applications for assistance with capital funding needs ('things') rather than revenue costs (wages and salaries etc.). However, revenue funding, if agreed, may be time limited and should not therefore be budgeted by any organisation on an annual basis.

The Council will consider the following:

- How well the grant will meet the needs of the community.
- How effectively the organisation will use the grant.
- Whether the costs are appropriate and realistic.
- Level of contributions raised locally.
- Whether there are more appropriate streams of funding for the organisation.
- How the organisation is managed.
- How the application addresses issues around climate change

How and when should an application be made?
All applications are to be made on the Town Council's grant application form which can be obtained direct from the Town Council or downloaded from the website.

Deadline for Applications	5th January 2027 **No late applications will be considered.**
Decision Made	25 February 2027

What information has to be provided?

- The application form (keep a copy for your records)
- A copy of the organisation's constitution, set of rules or statement of aims and objectives.
- Copies of audited or independently examined accounts for the last year.
- Supporting evidence of the cost of the project. This could be estimates or quotes (more than one).

Should any grant conditions not be met it could result in the grant being withdrawn, the grant having to be repaid, and future grant applications being refused.

If you need help filling in the application form or have any questions, please contact the Town Council.