

## **Grant Funding From Billericay Town Council**

### **Applications can only be accepted if the following guidelines are fulfilled:**

- Grants will be made to schemes which benefit the local community and the project must be undertaken within the Town boundary. Organisations based in Billericay will receive priority over regional or national bodies.
- Grants will be made towards capital expenditure only and will not be paid retrospectively
- An obligation to generate media coverage of the award

### **The application process**

- Applications must be submitted on the prescribed form, which can be completed on our website or by obtaining a paper form from Billericay Town Council.
- Applications can be submitted at any time and will be presented to the next appropriate meeting of the Finance & General Purposes Committee. These meetings are open to the public and a schedule of meetings is published on the website.
- If the application is in respect of building works or the supply of goods, once consent has been approved by the Town Council payment will be made upon completion of the works and copies of appropriate invoices forwarded to the office.
- Where the work has not commenced or the goods obtained within two years of the offer being made, the offer shall lapse.
- A copy of the last financial year's audited accounts must be forwarded with the application. (Applications not complying will not be considered unless the organisation is newly constituted).