

Annex B:

Existing Surrey Heath Ward Councillor Grant Criteria

Applicant Criteria

- The funds cannot be used for any party political or campaigning purposes nor for the purpose of denigrating the Council.
- Must be to a specific 'not for profit group', event or activity – the scheme excludes individuals.
- The group must have a constitution, or be a registered charity or CIO with their own bank account and at least two signatories.
- Maximum grant of £500 per application.
- Applications for the Surrey Heath area only, or provide a clear benefit to Surrey Heath residents.
- Each award must clearly address a specific corporate Council priority.
- No retrospective applications to be considered.

Endorsing Councillor Criteria:

- A Councillor can make awards outside their ward, but the home ward Councillor must be advised of the application and award.
- A Councillor cannot fund a group or activity if they are a trustee or any member of the household or immediate family, parent, child, brother, sister or step family are connected.
- During a Councillors term in office, any unused funds can be carried over, at the end of a Council term all funds will be cancelled.
- The applications are to be administered by the Community Partnership Officer and Executive Head of Transformation before being processed for payment.
- Any application that is either unclear or questionable will be referred to the Portfolio Holder or Leader of the Council if either is conflicted for a final decision.
- The budget will be monitored by the Executive Head of Transformation in consultation with the finance department.
- All successful bids will be reported to the Portfolio Holder on a monthly basis, and annually to the Executive, and the Performance and Finance Committee.
Budget Allocation:
- Any underspend by the 31st March 2023 to be reallocated to meet our community needs.

2022/2023 - £1500 per ward councillor