



SMALL GRANTS SCHEME

HOW TO APPLY

What is the small Grants scheme for?	The Parish Pastoral Council (PPC) has allocated money to an annual fund, intended to assist parishioners in pursuing activities that promote the spiritual and community life of the Parish and/or individuals.
What amount is available?	The Awards are limited to a value of £250 for any one group or individual in any one year.
What are they for?	The Awards are aimed at one off activities or events such as a pilgrimage; they are not intended for reoccurring activities, which would normally be considered by the PPC and, where approved, will be included by the Finance Committee in the Parish Budget.
How can I apply for a grant?	Registered Parishioners/sponsors must complete an application form that is available from the Website or the Parish Office. Applicants must detail what the grant is for, and the total amount required for the project. Applications must justify the amount sought as a Grant from the Parish and must provide an account of the activity within two months following the event.
Who will consider the application?	There is a small sub-committee which will consider each application in relation to its potential benefits to the parish and/or the individual
How long will it take to get a decision?	The sub-committee aims to make decisions within one month of receipt of the application
If my application is not successful, can I appeal?	Yes, you can appeal to the PPC, whose decision is final
What happens after the event?	Please submit your report on the event through the Parish office, providing details of how things went. The

	feedback may be shared in the newsletter or at the Parish AGM
If you have any other questions or need assistance completing the application form?	Please contact the Parish Office Manager who will seek to assist you parishoffice@stthomaswoodford.org
Website link	https://www.stthomaswoodford.org/policies