

Community Fund

Terms & Conditions

1. About the Community Fund

The Marlow Town Council Community Fund provides financial support for community events, activities and initiatives that benefit the residents of Marlow, in line with the Town Council's vision and strategic objectives.

2. Application Rounds

Applications are considered in three rounds per financial year. Application opening and closing dates, decision dates and payment schedules are published on the Town Council website.

3. Eligibility

Applicants must be registered community organisations, not-for-profit organisations, clubs or charities delivering projects that benefit Marlow and its residents.

The following are not eligible for funding:

- Individuals
- Overseas charities or projects delivered outside the UK
- National appeals (except at the Council's discretion)
- Political, illegal or discriminatory activities
- Retrospective applications

An organisation may only receive one Community Fund grant per financial year.

4. Grant Value

The maximum standard award is £1,500 per organisation per financial year. Exceptions may be made at the discretion of the Resources Committee. All grants are subject to available budget.

5. Use of Funds

Grants must be used solely for the purposes described in the approved application. Any significant changes to the project, including scope, budget or timescale, must be reported to the Council in writing as soon as possible. If the Council becomes aware of dishonesty or negligence, which could bring the reputation of Marlow Town Council into disrepute, action will be taken and the grant terminated.

The Council reserves the right to require repayment of all or part of the grant if the funding is not used for the approved purpose or if false or misleading information was provided.

6. Assessment and Decisions

Applications are assessed by the Resources Committee against published criteria covering community impact, innovation and delivery. Funding decisions are final.

7. Publicity

Successful applicants must acknowledge the support of Marlow Town Council in all publicity, promotional materials and public communications relating to the funded project.

8. Monitoring and Reporting

Grant recipients must retain evidence of expenditure for five years. A project report must be submitted within twelve months of project completion. A template will be provided. Failure to provide a report will result in ineligibility for future grants.

9. Data Protection

Information supplied will be used solely for the administration of the Community Fund and handled in accordance with applicable data protection legislation.