

Extracts from Financial Procedure Rules

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28.0 GRANTS AND EXTERNAL FUNDING

28.1 External funding can provide an important source of income to the Council but grant conditions must be carefully examined before any application is submitted or agreement is entered into to ensure they are compatible with the Council's aims and objectives. Grant conditions may also result in the Council committing to future expenditure for which there is no budget provision. A risk assessment must therefore be completed and documented to ensure all potential financial obligations and future liabilities are properly identified.

28.2 The CFO will provide detailed procedural guidance to follow when applying for grant or other external funding, and before any offers of funding are accepted.

28.3 Corporate Directors should consult with the CFO in all circumstances where applications for grants or other external funding are being considered.

Applying for a Grant

28.4 The following approvals are required before applications are submitted. The limits apply to the aggregate level of funding where the grant is to be paid in instalments.

Estimated Value of Grant	Required action / approval
Less than £200,000 £500,000	Corporate Director in consultation with CFO
£200,000 £500,000 and over	Obtain approval of the CFO in consultation with the Executive Member for Finance and other relevant Executive Member(s)*

* Recurring grants and external funding (a grant/funding which has been applied for previously with no substantial change to grant conditions or delivery of the grant) require consultation with the relevant Executive Member(s) at the discretion of the CFO.

Accepting a Grant or External Funding

28.5 The following approvals are required before any offers of grant or other external funding are accepted:

New, discretionary grants and external funding (a new grant/funding which at the discretion of the Council to apply for and has not been applied for previously):

Value of Grant Offer	Required action / approval
Less than £200,000 £500,000	Obtain approval of the CFO
£200,000 £500,000 - £1m	Obtain approval of the relevant Executive Member(s) in consultation with the CFO and the Executive Member for Finance
Over £1m	Obtain approval of the Executive

Recurring grants and external funding (a grant which has been applied for previously with no substantial change to ~~grant conditions or~~ delivery of the grant):

Estimated Value of Grant	Required action/approval
Less than £200,000 <u>£500,000</u>	Corporate Director to inform the CFO
£200,000 <u>£500,000</u> and over	Obtain approval of the CFO in consultation with the Executive Member for Finance and other relevant Executive Member(s) as necessary

Direct award grants (grant provided directly to the Council ~~where it is statutory requirement to provide the prescribed service and~~ where there is no application requirement):

Type of grant	Required action/approval
Statutory <u>Direct Award grant</u>	Corporate Director to inform the CFO
Discretionary	As per rules for new discretionary grants and recurring grants

- 28.6 Corporate Directors are responsible for ensuring all grant conditions are complied with and the required approvals and certifications are obtained before submitting claims or returns to the relevant funding bodies.