



Portishead Town Council (PTC) Grant Awards process 2023

Open – from
3 April 2023

PTC Grant Awards 2023 open for applications

Completed applications submitted to PTC

PTC Officers review eligibility of application

Applications submitted to **Grants Working Party**
for review & preparation

Applications submitted to next available
Community Matters Committee

If amount requested is
UNDER £5,000
(Micro & Small grants)

If amount requested is
BETWEEN £5,001 to £10,000
(Medium grants)

If amount requested is
OVER £10,000
(Large & Strategic grants)

Community Matters
Committee to review
& **DECIDE** at **MONTHLY**
meetings

Community Matters
Committee to review &
DECIDE at **QUARTERLY**
meetings

Community Matters
Committee to review &
RECOMMEND at
QUARTERLY meetings

Application submitted to
next available Town
Council Meeting

Town Council to review
& **DECIDE** on funding

Funding application either:
Approved OR
Deferred OR
Declined

Applicants notified of
Decision

Grant Awards approved in 2023 to be completed
and spent by 28 June 2024

Check dates of
Community Matters
Committee
Meetings

Check dates of
Town Council
Meetings

Close – on
15 December
2023