

Community Awards – a Guide to Funding

Are you a community or voluntary group, a town or parish council who is looking to fund a community project in North Wiltshire, before the end of March 2009?

If the answer is Yes, then Community Awards are for you.....

- ✓ **Easy application process**
- ✓ **Up to £2,500 may be available for small projects, where there will be no need for you to find matched funding**
- ✓ **Up to 60% of the total cost of a project, where the total cost is more than £2,500**
- ✓ **Help to find other sources of funding**

Funding is available to help provide facilities, equipment and activities that are important to the local community. These awards can really make a big difference in helping communities get schemes and project started.

Applications are now invited in line with the criteria for funding. This is the last year that the District Council will be making these awards. To simplify the application process awards will be made by Councillors at regular intervals during the year. Submitted applications will be sent to the next available Committee. The final date for receipt of applications is December 19th 2008. Applications received after that time will not be considered.

It is important to note that all funding awards must be **paid to** or **invoiced by** the recipient prior to **31st March 2009** - it is the recipients' responsibility to ensure this condition is met. Failure to do so will result in the award being withdrawn.

**PLEASE NOTE: Large format information is available.
Please contact 01249 706448**

North Wiltshire Community Area Map



Community Awards

Funding Criteria

You need to ensure that your application meets all the essential criteria shown below:

The Council will **not** consider grant applications from the following applicants (*unless your project can demonstrate a wider community benefit*)

- (a) Political or Religious groups
 - (b) Statutory bodies to fund their core services
 - (c) Individuals for their sole benefit
 - (d) Any organisation making an application for a grant which could reasonably be expected to finance the project or scheme by other means
 - (e) A profit making/commercial organisation
1. Applications are invited from non-profit making organisations or groups; clearly showing a need for financial support, through evidence of current financial status; e.g. bank statements, audited accounts.
 2. Please provide the information requested by completing the application form. Any additional information (other than accounts and quotes) will not be considered.
 3. No projects will be awarded funding retrospectively.
 4. Funding can be drawn down by successful applicants when all award criteria have been met (e.g. match funding is in place) and on confirmation that the project which funding has been awarded to will proceed in the next 3 months. All funding awards must be **paid to** or **invoiced by** the recipient prior to **31st March 2009** - it is the recipients responsibility to ensure this condition is met. Failure to do so will result in the award being withdrawn.
 5. Funding awards of up to £2,500 may not require match funding and may be made for the total project cost.
 6. For funding requests over £2,500 financial support from other sources must be identified – normally no more than 60% of the total cost of a project will be awarded.
 7. Applications received after **December 19th 2008** will not be considered.

8. Applicants should not apply to any other North Wiltshire District Council funding scheme for the same project.
9. Applications must show how you plan for the future of your project. Where funding of £10,000 or more is sought from North Wiltshire District Council and/or the total cost of the project exceeds £50,000, a plan for how you will spend the money must be submitted.
10. Where the total cost of the project is *over* £10,000, three quotes must be provided (with your preferred supplier identified in Section 4 of the application form). Where the total cost of the project is *under* £10,000, some financial evidence e.g. a quote must be provided.
11. Applications from Town and Parish Councils will not normally receive more funding than that contributed by that Town or Parish Council.
12. If your project requires planning permission, building regulations or any other form of licence or approval, this must be investigated before submitting your application. (Funding will be conditional on approvals being received)
13. Applicants must acknowledge North Wiltshire District Council's financial support in any publicity or printed material.
14. Successful applicants are required to liaise with the Council's Press and Media Officer to ensure appropriate media coverage.

If you have any queries about the application process or you wish to discuss your project before submitting your completed application please contact the Community Partnerships Team on 01249 706448

Community Awards

Additional Information

- Councillors wish to support projects identified in the Community Plans and will allocate at least 75% of their funding to such projects. Other projects, not demonstrating a link to the Community Plans will still be considered for the remaining 25% of funding, available to communities where evidence can be provided to identify a community need.
- Applicants for funding are invited to discuss their projects well in advance of submitting bids.
- Applicants are encouraged to make electronic applications.
www.northwilts.gov.uk/awards paper applications remain acceptable.
- All applicants are encouraged to submit applications as soon as possible to ensure they are able to spend any awards by 31st March 2009.
- Evidence of community need should form part of any funding proposal.
- Priority will be given to applicants who have not previously received awards.
- Applicants are advised that payments in kind/voluntary work cannot be considered as part of the project income; however you are encouraged to show this voluntary support in Section 3 of the application form
- The Community Plan for your area can be found on the North Wiltshire District Council website **www.northwilts.gov.uk/communityplans** or at your local library.
- Where applicants are seeking other sources of funding, they are recommended to contact those funding organisations listed in this application pack.
- If you are seeking funding from other sources, please refer to the information in this leaflet.
- District Councillor involvement in project bids is desirable. If you would like the name of your Councillor, please see the Council's website **www.northwilts.gov.uk** or contact the Council on 01249 706111.
- A proportion of all successful applications will have their projects audited.

Community Awards

Making an Application

The information below will explain your involvement in making an application for funding.

Stage 1

Please download the electronic application forms from the North Wiltshire District Council Website or contact the Community Partnerships Team for a hard copy. 01249 706448 or community@northwilts.gov.uk

Stage 2

Read all of the supporting information and criteria carefully before completing the application form

Stage 3

If you require any additional advice to help you when making an application please phone or the Community Partnerships Team 01249 706448 or community@northwilts.gov.uk

Stage 4

You must ensure that where appropriate you have suitable policies and procedures in place, such as Child Protection, Equal Opportunities, Planning Permission and Public Liability. Failure to do so could leave you open to Prosecution or Civil Action.

Stage 5

Complete and return the appropriate application form ensuring you have provided all of the relevant information and supporting paperwork to the District Council.

Stage 6

On receipt of your application you will receive an acknowledgement that will inform you when the application is likely to be considered by Committee.

Community Awards

Other Local Advice and Funding

One of the Community Awards criteria requires that you have sought funding from sources other than the Area Committees where you request over £2,500.

We **strongly** advise you to investigate additional sources of funding. All of the organisations listed below will help **any** voluntary/community group.

Charities Information Bureau South & West

CIB will work with groups to help them access a range of appropriate local and national funders. Advice on planning fundraising and making effective applications is also freely available. Funding surgeries are held at the North Wiltshire CVS offices on the third Tuesday of every month (call 01249 654089) and appointments for these or for any other time can be made by contacting CIB.

Contact: Mary Waters, Funding Advisor - 01380 729279

email: mary@cibwilts.org.uk

Community First - Grants

For individuals and groups whose projects meets clearly identified community needs.

Contact: Gillian Barber - 01380 722475

email: gbarber@communityfirst.org.uk

Community First - Rural Regeneration

Contact: David Beaton, Acting Rural Regeneration Manager – 01380 722475

email: dbeaton@communityfirst.org.uk

Village Hall Grant Scheme

Contact: John Dowsett, Village Hall Adviser – 01380 722475

email: jdowsett@communityfirst.org.uk

“Solve”

Small Grants up to £500

Rural Transport: up to £2,000 for rural community transport initiatives

Contact: Alison Crawford - 01380 722475

email: acrawford@communityfirst.org.uk

Community First - Landfill Tax Credits

A minimum of £5,000 for community projects and facilities costing over £15,000. The process usually takes six months.

Contact: Gillian Barber or Alison Crawford - 01380 722475

email: gbarber@communityfirst.org.uk acrawford@communityfirst.org.uk

Community Foundation for Wiltshire & Swindon

Supports voluntary and community groups and Social Enterprises in Wiltshire, especially those tackling poverty and social exclusion.

Main Grants - £500-£3000 per year for up to three years.

Blagrave Charitable Trust - Around £3,000 for up to 3 years for work with the elderly, work with young disabled, work to support disabled sportsmen and women.

Small Grants - £500 for groups with an annual income of £10,000 or less

Contact: Jen Wildblood, Programme Director - 01380 729284

email: jenny.wildblood@wscf.org.uk

Awards for All

Aim to increase access and participation, improve skills and creativity and improve the quality of life. Groups can apply for between £300 and £10,000. Decisions are made within 8 weeks.

Contact: Application Pack Line 0845 600 2040 or www.awardsforall.org.uk