

“Your Community - Our Support”

A Guide to Funding from North Wiltshire District Council

www.northwilts.gov.uk

June 2000

Community Funding Awards can have a big impact on your Community.

Each year we provide awards of tens, hundreds and thousands of pounds to groups and organisations throughout the District to help towards providing facilities, equipment and support to community groups.

We also provide advice on developing your ideas further and on where you might get additional help and support.

The funding we provide is to help pump-prime, support and encourage a wide range of local projects. The Council has committed £250,000 this year to help fund worthwhile schemes, divided between its five Area Committees. Experience has shown that our Community Area Awards can make a big difference in helping communities get schemes and projects started and become an ongoing success.

Increasingly Councillors wish to support projects and schemes that relate to issues highlighted by local people and identified in the Community Plans for each of the five community areas. Please see the covering letter for more details.

If you are interested in applying to us for a grant, please do the following: -

- ☞ Read all the supporting information and application form carefully
- ☎ Phone the number featured overleaf which relates to the Community Area in which your project will be taking place if you want additional advice, especially with larger schemes.
- @ email the relevant officer featured overleaf to request an electronic application form or apply via the website www.northwilts.gov.uk
- ☑ Complete and return the appropriate application forms ensuring you have provided all the relevant information and supporting paperwork where necessary.

Please ensure that you read the guidance notes *before* completing your application form. You may *only* apply once for funding the same project during the same financial year.

We are keen to ensure that the funding we award can provide the maximum benefit within the Community. Any award in excess of £500 will not represent more than 50% of the total project funding, for which matched funding from elsewhere must be sought and secured.

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

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To ensure your application meets the essential criteria, please read these guidance notes carefully before completing your application form.

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

- A non-profit making organisation or group
- Clearly shows a need for financial support
- Have sought and identified financial support from other sources where seeking funding in excess of £500
- Apply before your scheme or project takes place
- Your application is one-off and to pump-prime a new project or scheme
- Make no more than one application per project.
- Make no application under any other North Wiltshire District Council funding scheme for the same project within the same financial year.
- Your project or scheme will benefit the community.
- You have considered and planned for the future sustainability of your project including on-going funding
- If your project requires planning permission, building regulations or any other form of licence or approval, this has been granted prior to submitting your application for a grant
- Applications from charitable organisations, should submit a copy of their signed off accounts. If these are not provided this will void your application.

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

- Political or Religious groups (other than where there are wider community benefits)
- Statutory bodies to help fund their core services
- Individuals for their sole benefit
- Any organisation making an application for grant which could reasonably be expected to finance the project or scheme by other means
- A profit making organisation

Decision Making Process

On receipt of your completed application you will receive an acknowledgement which will inform you when your application is likely to be considered and by which Area Committee. You are welcome to attend the Committee and speak in support of your application.

Where your application has been correctly completed and there is no additional information required, the officer will include your application in a report to the appropriate Committee for consideration. Where your application is incomplete and/or additional information is required, you will be contacted and/or your application returned stating why we are unable to consider it.

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Project Location

There are five Area Committees, each responsible for their Community Area and a Central Panel, which considers applications that benefit the whole district. It is therefore, important that you indicate which Community Area your scheme is looking to benefit or whether your project is district-wide or covers more than one community area.

For example, if you were looking to provide a concert in Chippenham, which could potentially bring in an audience from another community area, you would still indicate that the scheme benefits Chippenham and not tick the District Area box. However, if your scheme provides a service that is available to anyone across the District i.e. Citizens Advice, you would tick the District Area Box, even if the scheme were to be administered from within a single community area i.e. Chippenham.

 If you are unsure, please call the appropriate officer (see below) and seek advice before submitting your completed application form.

Area 1 – Miranda Gilmour, Principal Community Partnership Officer
on 01249 706380 email mgilmour@northwilts.gov.uk

Area 2 – Shelley Parker, Community Partnership Officer
on 01249 706449 email sparker@northwilts.gov.uk

Area 3 & 4 – Victoria Welsh, Community Partnership Officer on
01249 706446 email vwelsh@northwilts.gov.uk

Area 5 – Jane Vaughan, Community Partnership Officer
on 01249 706447 email jvaughan@northwilts.gov.uk