**Abermule with Llandyssil Community Council**

**Clerk: Gwilym J. Rippon**

**Tel. 01938554065 E-mail Llandyssilcommunitycouncil@yahoo.co.uk Address 12 Agincourt Drive, Guilsfield, Welshpool, Powys SY21 9NA**

**SMALL GRANTS FOR COMMUNITY GROUPS AND ORGANISATIONS**

**GUIDELINES**

The aim of the small grants scheme is to promote and support community activities in our area by providing one off grants for specific items that will support the establishment or development of groups. The grants are not intended to support everyday running costs but to enhance activities and enable the participation of more local people.

There is a standard and straightforward annual application process. Forms may be down loaded from the Community Council website or a paper copy obtained from the clerk at the above address. Applications should be returned by the dates specified below. We welcome costed quotations for specific items. Please be aware that the maximum may apply for is £250. We wish to assist as many eligible groups as possible so please be aware that you may not receive the full amount requested. Please remember that any grant received from the Community Council can be used as match funding for bids to other potential funders.

For grants 2018 /19:

Applications to be received by **14th September** at the latest

Applications assessed by Finance Committee and recommendations made to full Community Council during July

Successful applicants informed and grants issued: October

**Please ask a councillor to help or contact the Clerk if you are unsure of anything.**

**Funding Conditions**

1. Applications must be for items or projects that benefit the Abermule and Llandyssil area
2. Only applications on the form provided and submitted by the deadline date can be considered.
3. Only one grant application per organisation may be made in any one financial year although successful and unsuccessful applicants may apply again in subsequent years
4. The organisation must be non-profit making
5. The application must demonstrate a clear need for the item requested
6. Organisations / groups applying must provide a set of verified accounts for the previous financial year and any other financial information that may be requested by the Clerk. New organisations and small groups need only submit a copy of their most recent bank statement.
7. Any unused monies not used for the purpose applied for must be returned to the Clerk.
8. Successful applicants must acknowledge the financial assistance provided by the Community Council in any publicity or printed material
9. The organisation must provide bank details in order electronic transfer It is the organisation's responsibility to ensure all information is accurate.
10. All successful organisations must produce a short report on how the money has been used, together with receipts by the end of the financial year. This is a condition of grant funding. Failure to do this could jeopardise future funding applications.

**Exclusions:**

The Community Council Small Grant will NOT fund:

individuals

a private profit making / commercial organisation

running costs

political or religious organisations

statutory bodies to fund core services

retrospectively

items / projects which could reasonably be expected to secure finance by other means

Lobbying of individual councillors with respect to an application automatically invalidates the application.

The application will be assessed on need, inclusiveness and the value to the community. Initiatives reaching new sectors of the community will be particularly welcome as will those that can demonstrate continuing benefit although funding towards an individual event will be considered.

Where an application is refused then the applicant will be notified in writing and reasons given.

**SMALL GRANTS FROM ABERMULE WITH LLANDYSSIL COMMUNITY COUNCIL APPLICATION FORM 2018/19**

Please read the Guidelines sheet BEFORE completing this application.

All sections must be completed and incomplete forms will be returned to the applicant.

If you wish to expand on a response, then please enclose additional information separately.

**SECTION 1: About your organisation / group**.

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| --- |
| Name of Group / Organisation |

|  |
| --- |
| Contact details Name:  Position in organisation:  Address:  Telephone:  e-mail: |

|  |
| --- |
| How long has your group been running? |

|  |
| --- |
| Have you received funding from the community Council before? |

|  |
| --- |
| Legal Status  Constituted / unconstituted  Charity (if yes please give charity number) |

|  |
| --- |
| Verified accounts for 16/17 enclosed yes / no  If No please give reason. If a new organisation or small group, please provide copy of most recent bank statement. |

|  |
| --- |
| What does your organisation / group do? (max 50 words)  You may enclose a publicity leaflet if wished. |

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| --- |
| Approximately how many people benefit from your activities? |

|  |
| --- |
| How do you publicise activities to ensure the community knows what you do? |

# SECTION 2. Your Application

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| --- |
| What do you want the Community Council to fund? |

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| --- |
| What difference will this make? *Please tell us of particular groups of residents who will benefit.* |

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| --- |
| What is the amount you are requesting (please remember the maximum is £250) |

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| --- |
| If the amount includes a number of items please list what you require and the cost, including a cost breakdown: |

|  |
| --- |
| If the amount requested is less than the total amount required, how do you plan to raise the difference ? |

I declare that the information given is accurate and that if awarded a grant we will abide by the terms and conditions if the Small Grant Awards.

Signed ………………………………………………. Date …………..

Name …………………………………….. Position in Organisation / Group …………….

On Behalf of ………………………………………………. (Organisation / Group)

**Checklist:**

Please ensure you have enclosed:

Fully completed and signed application form

Verified accounts for 17/18 / copy of current bank statement

Now please submit your application by post or e-mail to Gwilym Rippon at the address given before the closing date. Applications submitted after this date CANNOT BE CONSIDERED for grants for 18/19.