

Community Chest Grant Application Guidance

What is the 'WeBigLocal'?

WeBigLocal is a resident led, Big Lottery funded project based in Wecock Farm. WeBigLocal's vision is for Wecock Farm residents to live in a happy thriving community with opportunities for all. Enabling residents to get involved, engage with their community and to make a difference to their lives. To embed healthy living into the community, nurture mental well-being for the benefit of everyone, not only now, but for future generations to come.

What is the WeBigLocal Community Chest?

WeBigLocal have funding available to give small grants to projects that help to improve the lives of residents living on Wecock Farm. We will hold events at which local residents can vote on which projects should receive these grants. These projects must fit at least one of the Big Local outcomes and one of the WeBigLocal priorities (see tick boxes on the application form).

Please note that in exceptional circumstances small grants may be awarded by the WeBigLocal Partnership Board without going to a public vote.

Who can apply?

Individuals or community groups can apply for a grant to help them run a **new** local project to be delivered in Wecock. Community groups must be not-for-profit and hold a bank account requiring at least two signatories. Individuals can apply, however, they must link up with a local community group as payments will not be made directly to the individual, but can be paid to a partner community group.

How much can I apply for?

Applications may be made for up to **£300** for a one off project. We will consider one application for any one project from an individual or organisation per round. Funding must be spent within 3 months of the grant being awarded.

Important points to consider when making an application:

- Ensure your project benefits the residents of Wecock Farm.
- Applications should be for new activities or projects.
- You can apply for a grant up to £300.
- If applying for monies towards a larger project all other funding must be in place.
- If your application meets all the criteria it will be put forward for consideration at the Big Local Public Voting Event. You must ensure that you or a member or your organisation will be available to attend the event and give a short talk about the project.
- If your application is successful you will be required to have spent the funding and complete a monitoring and evaluation form three months after the funding has been received.

- All applications should include estimates of the costs involved (including VAT). Evidence/receipts will be required as part of the monitoring and evaluation at the end of the project.
- Funding will not be provided on a retrospective basis and organisations should not commit themselves to the project before any final decision is made.
- Decisions made by the public at the Big Local Public Voting Event are final.

The WeBigLocal Community Chest Grant will not fund:

- Projects which relate solely to religious purposes.
- Projects which exclude certain members of the community.
- Projects which will only benefit one individual.
- Political activities.
- Projects that do not benefit residents living on Wecock Farm.
- More than one application from an organisation or individual per round.

What happens after I submit the application form?

Before the Public Voting Event applications will be assessed by the Finance sub-group of WeBigLocal, which is made up of local residents and workers with relevant knowledge. They will ensure forms have been completed correctly and that the criteria has been met, and also check the applications for legal or practical delivery issues. This is **not** a pre-selection process – all applications that meet the criteria will go forward to the Public Voting Event.

If your application meets the criteria your organisation will be invited to the next Public Voting Event. You will be given 3 minutes to introduce your project and you must be prepared to answer questions from the public. The public will also have a sheet on the day which will include information about your project taken from your application form.

The public will then vote on the proposals. The projects with the most votes will receive funding and, subject to conditions in the ‘who can apply section’ above, monies will be issued to groups as soon as possible.

You can start your project once you have received a confirmation letter from WeBigLocal confirming your grant. We will send you the Big Lottery Fund logo and the Wecock Farm Local Trust logo which you must use on all publicity materials relating to the project for which the grant is made.

By accepting our grant there is an expectation that you will support WeBigLocal’s activities in the future.

If you require further information or help to complete the application form, please contact Charlotte Stiles on 07734 346979 or info@webiglocal.org

WeBigLocal

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