

Funding for Biodiversity Projects workshop

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Where does money come from – HO 1

Key questions to ask...

Who are our supporters?
Why do they support us?
Is this support likely to change?
What can we do to maintain their support?
Who should/could support us but isn't?
Why aren't they supporting us?
What can we do to obtain their support?

In kind –support – HO 2

What should a fund-raising strategy contain? – HO 3

What makes a good application? – HO 4

What goes into an application for funds? – HO 5

Support and resources

1. Councils for Voluntary Service – list in Handouts

2. Funding Directories and databases:

Environmental Funding Guide: Susan Forrester, Dave Casson

Publisher Directory of Social Change

ISBN: 1-900360-21-7

A Guide to Local Trusts in the Midlands: John Smyth

Publisher Directory of Social Change

ISBN: 1-903991-64-1

Directory of Grant Making Trusts

Publisher Directory of Social Change

ISBN: 1-903991-58-7

3. Websites

www.derbyshire4funding.info

<http://www.derbyshirebiodiversity.org.uk/funding/index.php>.

4. Other groups annual reports/newsletters to see where they have got funding from.

5. Local papers

6. Phoning local companies

7. List of Nottinghamshire local grants - Handout

Different Fundraising Methods

Participative Approaches:

- Membership Fees
- House to house collections
- Street collections
- Local events (e.g. disco's, shows, auctions, 'poets & pints', bingo etc)
- Charity shop
- Jumble sales
- Sponsored activities
- Fundraising dinner/cheese & wine/coffee morning
- General appeals to members/supporters
- '50 club' (members donate 50p/week, normally a cash prize given weekly or monthly)
- Raffles
- Service charges
- Legacies
- Others ...

Mass Approaches:

- Direct mail
- Catalogue sales
- TV/Radio Appeal
- Media event (e.g. Band Aid, Children in need)
- Advertising/Posters
- Article in newspapers
- Others ...

Institutional Approaches:

- Grant making trusts
- National lottery
- European Funding
- Local Government Grants
- Central Government funding
- Businesses (cash, in-kind, secondment etc)
- Sponsorship
- Contracts (with Social Services, PCT etc)
- Others

Some examples of 'in kind' support

Funding does not always come in the form of money!

It is useful to think about the support that you receive and include that in to your funding equation e.g.

- **Volunteers time:** for European funding and it is acceptable to cost out volunteer time using a specified formula.
- **Rooms/buildings:** rent or hire free space can be costed out and counted as 'in kind' support. After all if these had not been donated you would have had to pay for them!
- **Services:** sometimes companies will provide services free of charge or at much reduced rates. These should be included as part of your funding mix.
- **Donations:** computers, office furniture, paper etc are often donated by companies and other organisations. Once again, these should be costed out and included in your funding mix.

It is important to remember that it is not always money that you need – 'in kind' support is equally important and sometimes easier for companies and organisations to give and should therefore be included in to your fundraising strategy.

What should a fund-raising strategy contain?

A fund-raising strategy should contain the following:

- What your group wants to do
- Why it wants to do it – the need it has identified
- When it wants to do it
- How much it will cost – the budget
- How it is aiming to raise the funds
- What barriers or aids to effective fund-raising your organisation faces
- Who is responsible for raising the money
- The resources you will need
- How you will manage, monitor, review and record your success!

WHAT MAKES A GOOD APPLICATION?

Put yourself in the funder's shoes. What are they going to want to know?

- Be clear:** Who are you, how much do you want, what for, why?
- Be concise:** One or two sides of A4 unless it's a really major proposal.
- Be business-like:** Show you've thought things through and know what to do if you get the money. Attach or include figures - budgets, accounts, costings.
- Be relevant:** Why should **they** fund you?

What goes into an application for funds

1. **Summary** - if its a long proposal, you may need to start with a short summary paragraph. This will say:

- who is applying
- for how much (and what other funders, total cost of project)
- to do what
- in what way

The message of this section should be: **We are business-like.**

2. **Introduction** - some background to your organisation, which might include:

- who you are
- what you do
- where you operate
- when you were established
- why you do what you do
- your track record - what you've already achieved
- your management
- your current funding
- what has led you to this particular proposal

The message of this section is: **We have credibility.**

3. **What's the problem?** - if there isn't a problem, why should anyone help?

Try and express your need in terms of a problem - out there in the real world, not "our problem is we haven't got any money". Try and show the problem is:

- concrete, not abstract
- to do with people's needs, not just lack of provision
- there are some bad effects
- it's urgent
- it's solvable
- there's a demand for a solution from the people affected.

And then show why you're the organisation to tackle the problem.

This is often the hardest part of an application to write. The message you're trying to get across to funders is: **Here's something that should concern or interest you and we are the people to do something about it.**

4. **Programme and Methods** - what can and will be done

- what you're going to do about it (objectives)
- how you're going to do it (methods)

The message here is: **this is what we will do and how we will do it**

5. **Evaluation and/or Monitoring** – how will we tell if what we've done has made a difference

Depending on the size and nature of the work you want to do, you may need to say how you'll know whether you are managing to solve the problem you've outlined. You may need to state:

- whether you're going to monitor, evaluate or both
- whether you're going to self-evaluate or bring in outside "experts" or both

The message you want to give is: **We care about the problem, we care about spending money effectively, we care about making a real difference.**

6. **The Budget**

Make sure:

- it's clear
- it's comprehensive
- it adds up
- it's enough
- it's not too much
- it shows any other funders involved
- it shows other (not money) support if appropriate

The message in this part is: **We care about spending money efficiently.**

7. **Future Funding**

- will the project go on and on?
- will you need more money later?
- will someone else pick up the bill in due course?

If you possibly can, try to convey the message: **We won't bother you for ever.**

Remember:

WHO? WHAT? WHEN? WHERE? WHY? HOW MANY? HOW MUCH

Councils for Voluntary Service in Nottinghamshire & Derbyshire

Amber Valley Council for Voluntary Service

Directory Contact: Lynn Allison
Address: Market Place
Town/City: RIPLEY
Postcode: DE5 3HA
Telephone: 01773 512076
Fax Number: 01773 748688
Email: admin@avcvs.org
Website: <http://www.ambervalleycvs.org.uk>

Ashfield Links Forum

Directory Contact: Mick Topliss
Address: The Council Offices
Fox Street
Sutton-in-Ashfield
Town/City: NOTTINGHAM
Postcode: NG17 1BD
Telephone: 01623 555551
Fax Number: 01623 555513
Email: links@ashfieldlinks.org.uk
Website: <http://www.ashfieldlinks.org.uk>

Bassetlaw Community & Voluntary Service

Directory Contact: Michael Newstead
Address: The Dukeries Centre
Park Street
Town/City: WORKSOP
Postcode: S80 1HH
Telephone: 01909 476118
Fax Number: 01909 480501
Email: director@bcvs.org.uk
Website: <http://www.bcvs.org.uk>

Chesterfield & N E Derbyshire Links Council for Voluntary Service & Action

Directory Contact: Carol Lawton
Address: Ground Floor Blenheim Court
17 Newbold Road
Town/City: CHESTERFIELD
Postcode: S41 7PG
Telephone: 01246 274844
Fax Number: 01246 274844
Email: linkscvs@btconnect.com

Community & Voluntary Partners (CVP)

Directory Contact: Lorna Wallace

Address: Shirebrook Community Education Centre
Langwith Road
Shirebrook

Town/City: MANSFIELD

Postcode: NG20 8TF

Telephone: 01623 747 147

Fax Number: 01623 741785

Email: admin@bolsovercen.org.uk

Website: <http://www.bolsovercen.org.uk>

Erewash Council for Voluntary Service

Directory Contact: Pete Edwards

Address: 4/5 Granby Street

Town/City: ILKESTON

County: DERBYSHIRE

Postcode: DE7 8HN

Telephone: 0115 850 8860

Fax Number: 0115 930 9191

Email: enquiries@erewashcvcs.org.uk

Website: <http://www.erewashvoluntaryaction.org.uk>

Gedling Community & Voluntary Services

Directory Contact: Pam Wisher

Address: Arnot Hill House
Arnot Hill Park
Nottingham Road
Arnold

Town/City: NOTTINGHAM

Postcode: NG5 6LU

Telephone: 0115 926 6750

Fax Number: 0115 967 4545

Email: admin@gedlingcvcs.org.uk

Website: <http://www.gedlingcvcs.org.uk>

High Peak Council for Voluntary Service

Directory Contact: Kevin Skingsley

Address: 1a Bingswood Trading Estate
Town/City: WHALEY BRIDGE
Postcode: SK23 7LY
Telephone: 01663 735350
Fax Number: 01663 733649
Email: hello@highpeakcvs.org.uk
Website: <http://www.highpeakcvs.org.uk>

Mansfield Community & Voluntary Service

Directory Contact: Alan Lloyd

Address: Community House
36 Wood Street
Town/City: MANSFIELD
Postcode: NG18 1QA
Telephone: 01623 651177
Fax Number: 01623 635258
Email: info@mansfieldcvs.org
Website: <http://www.mansfieldcvs.net>

Newark & Sherwood Council for Voluntary Service

Directory Contact: Julia Hughes

Address: 85 Millgate
Town/City: NEWARK
Postcode: NG24 4UA
Telephone: 01636 679539
Fax Number: 01636 612296
Email: mschofield@nandscvs.org
Website: <http://www.nandscvs.org>

Nottingham Council for Voluntary Service

Directory Contact: Helen Voce

Address: Nottingham Voluntary Action Centre
7 Mansfield Road
Town/City: NOTTINGHAM
Postcode: NG1 3FB
Telephone: 0115 934 8400
Fax Number: 0115 934 8440
Email: ncvs@nottinghamcvs.co.uk
Website: <http://www.nottinghamcvs.co.uk>

Rushcliffe Community and Voluntary Service

Directory Contact: Ian Bradford

Address: Park Lodge
Bridgford Road
Town/City: WEST BRIDGFORD
Postcode: NG2 6AT
Telephone: 0115 981 6988
Fax Number: 0115 974 8097
Email: admin@rushcliffecvs.org.uk
Website: <http://www.rushcliffecvs.org.uk>

Southern Derbyshire Voluntary Sector Mental Health Forum

Directory Contact: Angela Kerry

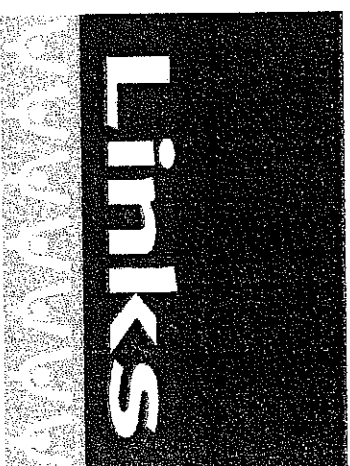
Address: Suite 3F Third Floor
East Mill
Bridgefoot
Town/City: BELPER
County: DERBYSHIRE
Postcode: DE56 2UA
Telephone: 01773 599995
Fax Number: 01773 539402
Email: info@sdvsmhf.org.uk
Website: <http://www.sdvsmhf.org.uk>

FUNDING INFORMATION

An overview of local and national funding opportunities as at September 2008

For Voluntary Organisations and Community Groups
in

Bolsover, Chesterfield, North East Derbyshire Districts



The Chesterfield and North East Derbyshire
Council for Voluntary Service and Action Limited
Reg Office: Ground Floor, Blenheim Court,
17 Newbold Road, Chesterfield, S41 7PG,
Tel/Fax 01246 274844
E-mail: links cvs@btconnect.com



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County Council, Chesterfield Borough Council, North East Derbyshire District Council, Big Lottery Fund

A brief overview of funding opportunities at September 2008 – Local Funding

FUNDER	GRANT TITLE	WHEN TO APPLY	MONEY AVAILABLE	PURPOSE OF GRANT	CONTACT
Chesterfield Borough Council	Equal Opportunities Grants	ongoing	small amounts up to £1,000	funding is available to assist with small projects relating to equal opportunities and communities working together	Sarah Roelofs 01246 345247 eoinfo@chesterfieldbc.gov.uk
Chesterfield Borough Council	Major Grants	January	depends on budget, no fixed amount	running costs	01246 345256
Chesterfield Borough Council	Minor Grants	ongoing	maximum of £250	to help small voluntary groups that benefit Borough residents (not running costs)	Paula Clayton 01246 345457
Chesterfield General Charitable Fund	Chesterfield General Charitable Fund	ongoing	depends on budget, no fixed amount	to assist any local or national charitable organisation operating within the Chesterfield Parliamentary Constituency	266 Old Road Brampton Chesterfield S40 3QN (written applications only)
Coalfields Regeneration Trust	Main Grant	ongoing	minimum £10,000 maximum £300,000	access to employment education & skills health & wellbeing access to opportunities	01246 820970 www.coalfields-regen.org.uk
Coalfields Regeneration Trust	Bridging the Gap	ongoing	minimum £500 maximum £10,000	access to employment education & skills health & wellbeing access to opportunities	Norma Layton 01246 820970 www.coalfields-regen.org.uk
Derbyshire Churches & Chapels Preservation Trust	Buildings Grant	grants panel meets 5 times a year	up to £10,000	restoration, preservation, repair & maintenance of churches & chapels in Derbyshire	Dr. P. Strange 1 Greenhill Wirksworth DE4 4EN (written applications only)

A brief overview of funding opportunities at September 2008 – Local Funding

FUNDER	GRANT TITLE	WHEN TO APPLY	MONEY AVAILABLE	PURPOSE OF GRANT	CONTACT
Derbyshire Community Foundation	DCF Fund	ongoing	up to £1,000	tackle disadvantages and inequalities	01773 514850 www.derbyshirecommunityfoundation.co.uk
	Derbyshire Building Society Community Fund	ongoing	up to £1,000	financial education and sport in the community	
	Firm Foundations	ongoing	up to £5,000	reduce economic inequality bring communities together	
	Grassroots Grants	ongoing	minimum £250 maximum £5,000	support community life tackle disadvantage	
	Jefford Weller Fund	ongoing	up to £2,000	homelessness issues housing problems	
Derbyshire County Council	Luncheon & Old peoples club	ongoing	from £103 to £346 may be matched by district council	establishment & management of clubs for aged & disabled people	01629 532243
Derbyshire County Council	Community Self Help Fund	throughout the year in different areas	no fixed amount	to assist with setting up projects for activities closely related to the work of Adult Social Services Department	Keith Moakes Social Services 01629 772243
Derbyshire County Council	Greenwatch Action Grants	ongoing	up to £500	to benefit the local environment	Annie Simpson Environmental Services 01629 580000 ext 3301

A brief overview of funding opportunities at September 2008 – Local Funding

FUNDER	GRANT TITLE	WHEN TO APPLY	MONEY AVAILABLE	PURPOSE OF GRANT	CONTACT
Derbyshire County Council	Holiday Playscheme Budget	throughout the year in different areas		to assist in provision of holiday activities for disabled/disadvantaged children normally during summer holidays	Children & Younger Adults Dept 01629 532243
Derbyshire County Council	Small Arts Grants	June, October, January	up to £1,000	developing and supporting Arts Projects	Claire Bosworth 01773 831385
Derbyshire County Council	Members Community Leadership Scheme	ongoing	small amounts	to support local projects within each DCC ward	Your local County Councillor
Derbyshire County Council	Playgroups (special needs)	throughout the year in different areas		support groups in rural areas with low numbers, with particular problems, updating equipment or meeting rental costs. Also for providing an extra member of staff/support for disabled/special needs child	Bolsover 01246 348400 Chesterfield 01246 347777 North East 01246 348888
Derbyshire County Council	Social Services	ongoing	no fixed amount	meeting social care needs	Keith Moakes 01629 772243

A brief overview of funding opportunities at September 2008 – Local Funding

FUNDER	GRANT TITLE	WHEN TO APPLY	MONEY AVAILABLE	PURPOSE OF GRANT	CONTACT
Derbyshire Environmental Trust	Viridor Credits	ongoing	up to £10,000 projects within 2 miles of Erin landfill site £20,000	public amenity and environment projects in Bolsover, Chesterfield & NE Derbyshire districts	01629 565314 www.derbyshire.gov.uk
	Lafarge	ongoing	no fixed amount	public amenity 5 miles radius of sites at Whitwell, Nether Langwith & Renishaw	as above & www.lafarge-aggregates.co.uk
	Biffaward Small Grant	ongoing	£250 - £5000	10 miles radius of Biffa operation	as above & www.biffaward.org
	Biffaward Main Grant	ongoing	up to £50,000	10 miles radius of Biffa operation	as above
	Biffaward Flagship	ongoing	£150,000 - £500,000	25 miles radius partnership national or regional significance	as above
Duke of Devonshire's Charitable Trust	Grants	ongoing	£100-£1,500	general charitable purposes (registered charities only)	Trustees Currey & Co. 020 7802 2700
European Community	LEADER	launch date 30 th Sept 08	minimum £3,500	rural areas of Bolsover & North East Derbyshire districts. Diverse into non - ag. Create & develop micro enterprises Tourism, Conservation, Heritage	Jenny Ball 01246 347217 jenny.ball@bned-leader.co.uk
Healthy Bolsover Community Chest		ongoing	up to £500	Improvement of health & well being in Bolsover particularly disadvantaged groups	CVP 01623 747147 admin@bolsovercen.org.uk
North Derbyshire Voluntary Action	Travel Expenses & User Involvement Fund	ongoing		out of pocket expenses of service users, carers & group representatives	01246 555908
North Derbyshire Voluntary Action	Small Grants Scheme	30 th September 08 31 st December 08	up to £1,000	to help health related groups with running costs	01246 555908

A brief overview of funding opportunities at September 2008 – Local Funding

FUNDER	GRANT TITLE	WHEN TO APPLY	MONEY AVAILABLE	PURPOSE OF GRANT	CONTACT
Stanton Charitable Trust	Stanton Charitable Trust	ongoing	no fixed amount	to benefit & support groups in & around Staveley Works	Mr P. R. Burrows 01246 280088
Staveley Neighbourhood Management	Grants	ongoing	no fixed amount	to benefit the Staveley Neighbourhood Management area	Jeanette Clayton 01246 345600
A brief overview of funding opportunities at September 2008 – National Funding					
FUNDER	GRANT TITLE	WHEN TO APPLY	MONEY AVAILABLE	PURPOSE OF GRANT	CONTACT
Age Concern England	Barclays Programme	Monthly	up to £1,000	new or expanding services or activities which directly benefit older people	020 8765 7738 ageconcern.org.uk
Churches Commission for Racial Justice	Ecumenical Racial Justice Fund	January, May, September (closing date 10 weeks before)	£500-£2,000	help for refugees & asylum seekers, combating racism	Senior Apostle James Ozigi 020 7654 7243
Comic Relief	UK Grants Open Programme	under £5,000 anytime over £5,000 see website	no limit	young people, older people mental health refugees & asylum seekers domestic violence disadvantaged communities	020 7820 5555 www.comicrelief.com
Comic Relief	Unltd Sport	ongoing	up to £5,000	young people 11 to 21 sport & recreation to tackle conflict	0845 850 1122
Esmee Fairbairn Foundation	Main Fund	ongoing	average grant £50,000	cultural life, education, natural environment, enable disadvantaged people participate	020 7297 4700 www.esmeefairbairn.org.uk
	Strands	ongoing	not specified	biodiversity, museum & heritage collections, new approaches to learning, food	020 7297 4700 www.esmeefairbairn.org.uk

A brief overview of funding opportunities at September 2008 – National Funding

FUNDER	GRANT TITLE	WHEN TO APPLY	MONEY AVAILABLE	PURPOSE OF GRANT	CONTACT
HBOS Foundation	Community Action	ongoing	up to £10,000	improving and developing local communities, financial literacy and money advice	0845 673 2005 www.hbosfoundation.org.uk
HBOS Foundation	Large grants	ongoing	over £10,000	improving and developing local communities, financial literacy and money advice	0845 673 2005 www.hbosfoundation.org.uk
Heritage Lottery Fund	Heritage Grants	ongoing	£50,000 plus	look after & enhance UK's heritage, increase participation in heritage activities, to improve access to and enjoyment of heritage	Application pack 020 7591 6000 www.hlf.org.uk Minicom 020 7591 6255
Heritage Lottery Fund	Your Heritage	ongoing	£5,000-£50,000 (under £5,000 see Awards For All)	projects which care for heritage or increase understanding & enjoyment of heritage	020 7591 6000 www.hlf.org.uk Minicom 020 7591 6255
Heritage Lottery Fund	Young Roots	ongoing	£5,000-£25,000	involvement of young people 13 - 20 yrs. in their heritage	020 7591 6000 www.hlf.org.uk Minicom 020 7591 6255
Kelloggs	Active Living Fund	ongoing	up to £1,000	remove barriers which stop people under 25 years being active	Louise Daly 0161 214 0940 kelloggs@communityfoundation.co.uk
Lloyds TSB Foundation	Community Programme	ongoing	up to £75,000	registered charities only tackling disadvantage	0750 078 7751 www.lloydsfsb foundations.org.uk
National Lottery	Awards for All	ongoing	£300 - £10,000	to extend access and participation – increase skills and creativity – improve quality of life	0845 600 20 40 www.awardsforall.org.uk
Big Lottery Fund	Young People's Fund 2	16 th October 08	minimum £10,000 maximum £50,000	to put young people at heart of planning, developing & running local activities & services	www.biglotteryfund.org.uk
Big Lottery Fund	Reaching Communities	ongoing	£10,001 - £500,000	Improving communities	0845 410 20 30 www.biglotteryfund.org.uk

A brief overview of funding opportunities at September 2008 – National Funding

FUNDER	GRANT TITLE	WHEN TO APPLY	MONEY AVAILABLE	PURPOSE OF GRANT	CONTACT
Sport England	Community Investment Fund	ongoing	over £10,000 (under £10,000 see Awards for All)	more people involved in sport	Application pack 0845 8508 508 www.sportengland.org.uk
The Co-operative Group	Community Fund		£100 to £500	self – help, equality, democracy, concern for community	0161 827 5879
The Foundation For Sports & Art	Capital + Revenue Grants	ongoing	up to £75,000	capital and revenue grants primary for grassroots arts and sports activities	Richard Boardley 0151 259 5505
Tesco Charity Trust	Childrens Welfare & education	31 st January 09	minimum £1,000 maximum £5,000	childrens welfare & education	01992 646768
Tesco Charity Trust	Elderly & disabilities	30 th June 09	minimum £1,000 maximum £5,000	elderly & disabilities	01992 646768
Tudor Trust	Tudor Trust	ongoing	£1,000 upwards to over £100,000	organisations working to achieve lasting change in their communities	020 7727 8522 for guidelines www.tudortrust.org.uk
Veolia Environment Foundation	Sustainable Development	ongoing	no minimum up to 50% of project	outreach workforce development environmental conservation	www.foundation.veolia.com/en/grant
WREN	Landfill Tax Credit	ongoing	min. £2,000 max. £50,000	for provision or maintenance of a public amenity	Cheryl Raynor 01623 755319 www.wren.org.uk

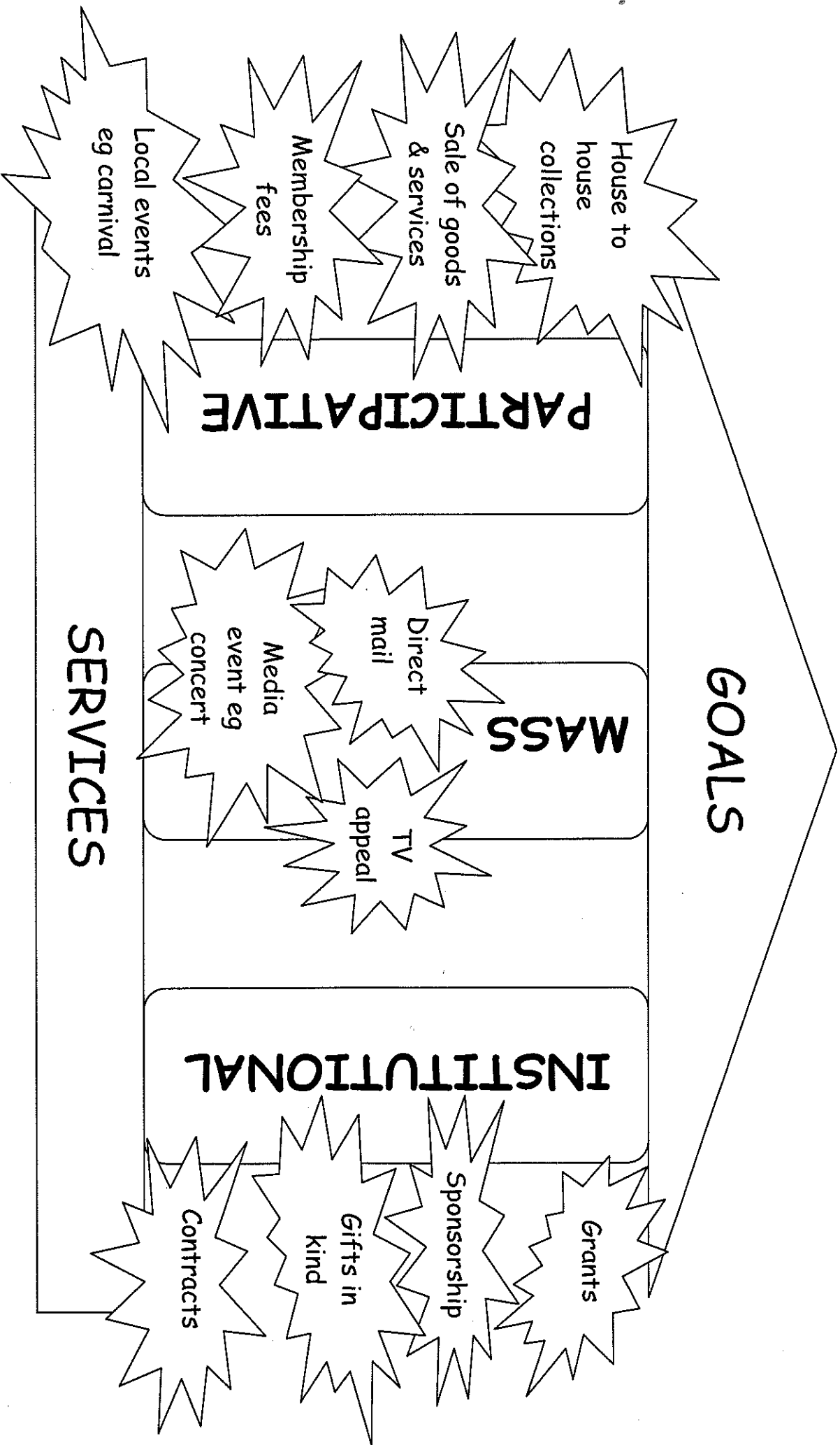
The above list of national funders is only a small sample of the many thousands of charities, trusts and foundations. Links has a series of Information Sheets, for Voluntary Organisations and Community Groups, on a variety of subjects including FUNDING and FUNDRAISING. Organisations can make their own searches for possible sources of grants:- Funder Finder computer programme is available at Links office by appointment. An Internet search facility of a database of over 4,300 funding schemes including lottery, national and local government programmes and information on over 4,500 trust funds:-

www.derbyshire4funding.info - established by the Derbyshire CVSS and Derbyshire Rural Community Council
www.ne-derbyshire.gov.uk - sponsored by North East Derbyshire District Council

Links is able to provide advice, information and assistance

**on all aspects of funding, to community groups and voluntary organisations operating in
 Bolsover, Chesterfield & North East Derbyshire districts**

3 Pillars of Fundraising



Information on District Grant Schemes

Ashfield District Council

Ashfield District Council has a general grant aid scheme aimed at assisting voluntary organisations that work within the District of Ashfield.

The Council also has responsibility for administering the Harold Farr Bequest Fund which exists to provide annual grants to persons under the age of 25 years, residing in the District of Ashfield, who require financial assistance in respect of any undertaking which aids or promotes the participation of young people in sporting/cultural activities.

Further details can be obtained by telephoning 01623 457316.

Bassetlaw District Council

The Council makes grants and contribution's each year to Parish Council's and Voluntary Organisation's within the District of Bassetlaw.

The Council's aims in offering grant aid are to support and encourage new initiatives; to maintain and develop current projects, events, facilities and resources; and to increase the accessibility of leisure and art-related activities to the people of Bassetlaw, both as participants and attendees.

Categories of Grant Aid Available

Almost half of the Council's Grant Aid is provided to Parishes via the Contribution Scheme for Concurrent Functions. Each year in December or January, all Parish Council Clerks and Parish Meeting Chairmen are informed of the process for obtaining this form of assistance.

The remaining Grant Aid falls into the categories listed below:

- Major Grants
- Minor Grants
- Concessionary Use of Council Premises
- Capital Projects (eg Village Halls, Community Centres etc)

Applicants are asked when they request an application form which type of grant they are seeking and sent the relevant application form for that grant. The notes which follow describe the various types of grant in more detail.

Major Grants

Major Grants are awarded to organisations that have demonstrated a need for significant revenue support to enable them to assist the Council in securing the best possible quality of life for people in Bassetlaw. Constraints on the Council's budget are such that new applications in this category cannot be considered at the present time. Potential applicants should refer to the following sections and select the category of grant most appropriate to their needs.

Minor Grants

This is the most popular category of grant; in a typical year the Council receives in excess of 60 requests for assistance. There are no specific criteria governing the types of activity for which grants will be awarded, provided that the conditions set out on the final page of your application form are satisfied.

The payment of grants may, in appropriate circumstances, be conditional upon the submission to the Council of receipted invoices for purchases of equipment, etc.

Applications should normally be submitted by clubs or organisations with properly appointed officers. However, applications from individuals who have achieved excellence in their particular field will be considered, provided that a specific need for assistance is identified.

Concessionary Use of Council Premises

This category is largely self-explanatory. It relates to the use of rooms, generally at Worksop or Retford Town Halls, for public meetings, exhibitions, fund-raising events, etc. Awards may represent the waiving of part of the hire charge to a maximum of 50%.

Capital Projects

The Council has a scheme of capital grant aid which is available to Parish Councils, Community Associations and other Voluntary Bodies. Applications may be made in respect of a wide range of facilities including Village Halls, Playing Fields and other recreational and leisure facilities, but should be confined to capital expenditure on acquisitions, extensions, improvements, etc. A breakdown of estimated costs should accompany each application.

Expenditure on redecoration (except as an essential element of an improvement scheme), renewals or other running costs is not covered by the scheme and should be met by charges for the use of the facility and/or by local fund raising.

The relationship, if any, between the applicant body and Parish Council should be indicated in the application. Grants are generally restricted to one-third of approved expenditure where the applicant is a Parish Council, or half of approved expenditure where the applicant is a voluntary body independent of any Parish Council. Approval of a grant at this level is not automatic; each application is considered on its merits and approval is also dependent upon resources being available within the Council's budget.

Grants in this category are paid only upon submission to the Council of receipted invoices for the works, etc. This rule may be varied or waived in circumstances where the organisation demonstrates that it is able to meet its own share of the cost but is unable to meet the whole cost unless the grant is released.

How to Apply For a Grant

All applications should be submitted on the Council's official form. The specific form can be obtained from and should be returned to the following address:

Finance Support Assistant
Financial Services
Bassetlaw District Council
Queen's Buildings
Potter Street
Worksop

Notts.
S80 2AH

Applications are considered approximately five times per year, by a cross party group consisting of four Councillors and then reported as information to Cabinet at the end of each year. It must therefore be appreciated that there may be a considerable time lag between the receipt of an application and its determination. Applicants are asked to bear this in mind, especially when considering submitting a request in relation to the use of premises on a particular date. You will have been advised when your completed form must be returned by, and the date of the next meeting via a letter with your application form.

Any additional particulars may be included in a covering letter at the discretion of the applicant. It is in the interests of applicants to supply as much information as possible, to enable Members and Officers of the Council to understand the justification for the awarding of assistance.

All applicants must complete and sign the declaration at the end of the form.

The Payment of Grants

After the Grant Aid applications have been considered and reported to Committee, applicants will be notified in writing of the outcome as soon as is practicable. Under exceptional circumstances grants are awarded unconditionally; in such cases payment is made by cheque within a short time. Other grants are conditional upon the production of evidence that work has been undertaken and expenditure incurred. In such cases, the grant approval lapses if the evidence is not provided and the grant claimed within the specific timescale of its approval.

In cases where difficulty is anticipated in complying with this requirement, applicants should write to the Council well before the expiry date if they believe that an extension of time can be justified.

Should you have any queries regarding your application or Grant Aid in general, please do not hesitate to contact our Finance Support Assistant on 01909 533737 or e-mail on finance@bassetlaw.gov.uk.

Broxtowe Borough Council

A Guide to Grant Aid for Voluntary Organisations & Individuals Involved in Sport & The Arts

General Introduction.

Broxtowe Borough Council provides financial assistance to voluntary organisations and other bodies together with a limited amount of funding to individuals. The purpose of this guide is to provide general information relating to these types of grants.

Applicants should note that due to the extensive demands on the Council's funds, the Council will normally only commit itself to fund an organisation or individual for a single year. Only in exceptional circumstances will funding be granted for longer periods.

Grants to Voluntary Organisations, Charitable Bodies and Individuals

The Council is committed to supporting and promoting a vibrant voluntary sector throughout the borough. One way in which it seeks to achieve this is by providing financial assistance to local organisations and national charities which have a base or strong presence in Broxtowe. In addition, in certain circumstances the Council provides grants to individuals.

Broxtowe Action Fund – From the Broxtowe Partnership

Broxtowe Borough Council, Nottinghamshire County Teaching PCT, Boots, The Co-operative Group and Nottinghamshire County Council are committed to promoting sustainable communities. One way we seek to achieve this is by providing financial assistance to groups. Broxtowe Borough Council in partnership with these organisations has therefore developed the Broxtowe Action Fund. The aim of the fund is to award grants up to £2,000 for projects that promote the well being of Broxtowe Borough – socially, economically and environmentally.

Criteria.

To be eligible for a grant your project must be based in Broxtowe Borough and address at least one of the following criteria.

Community Support

- Encourage local action and involvement in local decision making
- Increase opportunities for local employment and training
- Encourage local people to adopt healthier lifestyles
- Promote improvement and re-use of neglected land or buildings for community use
- Increase community well-being
- Increase community cohesion

Environmental Action

- Maintain and improve existing wildlife habitats and opportunities to create new ones
- Encourage local people to be involved in gardening and organic production
- Reduce energy use and act against air, land, noise and water pollution
- Reduce waste generation and resource consumption
- Generate energy from renewable resources or waste
- Encourage and promote more responsible vehicle use including greater use of public transport, cycling and walking

Projects should also seek to:

- Involve local people in developing the proposal
- Take account of under represented groups
- Use local companies/ services
- Direct resources to areas of need and disadvantage

Projects must be open to the wider community

Further Guidance

- Please ensure you read the attached Grant Conditions
- Keep additional documents to a minimum, only include those asked for
- Please ensure that you include clear and specific costings
- State clearly which criteria your project meets
- Ensure that you state what funding you are receiving from other sources, including money from your own budget where appropriate.

Help is available to all groups to complete the application form, contact Richard Lea on (0115) 9173395

To allow as many groups as possible to benefit, grants of lower amounts are more common than the maximum amount

The fund cannot award grants for:

Organisations whose sole purpose is to make a profit

Organisations that are politically affiliated

Projects that promote a particular religious group

Trips, unless there is a wider benefit than the trip itself

Statutory equipment or activities

A project that has received a grant from either the Broxtowe Action Fund in the last 12 months, unless it is for a different project

The grant cannot be used towards core salary costs of organisations

Individuals

Grant Conditions

All grants are awarded on the condition that they are only used for the purpose outlined in the application form. If grants are otherwise applied the group may be liable to repay the grant.

The award of the grant remains at the discretion of partner agencies.

You will be required to send a progress report after 12 months, this must include a breakdown of how the grant was spent.

Further applications from groups who have benefited from the grant in the past must be for new projects.

All grants should be spent within 12 months from the approval date.

The offer of a grant does not convey approval of technical, legal, financial or other matters relating to the projects, which will remain the responsibility of the applicant. We cannot accept liability for any misjudgements by applicants regarding budgets, design, technical standards or any other aspect.

Work undertaken with the grant must comply with all relevant legislation, licenses, necessary approvals, permission or consent.

The partner organisations reserve the right to request further information if required.

Grants will not be awarded to groups who fail to supply the necessary information on the application form.

A group representative will participate in any promotional events or activities that the partner agencies may reasonably require.

If the applicant is in breach of any of the above conditions, the grant monies shall be repaid in full.

Gedling Borough Council

None

Mansfield District Council

Revenue and Capital Grants are available to non commercial organisations, voluntary groups and charities. The annual deadline for applications is the 1st April for financing in the current financial year.

Capital Grants

Purpose: To help fund one off planned expenditure on buildings, items of equipment and the purchase of a special service e.g. room hire, training.

Amount: Grants are available up to a maximum limit of £500.00 and if successful would be paid upon receipt of paid invoices for goods/services from your organisation. Where however, funding is being sought from various providers before purchase, funding approval letters from all other providers would be required before our payment would be made, together with a copy of the paid invoice, immediately after payment.

Revenue Grants

Purpose: To help with day to day running costs incurred in providing services to District residents. Evidence of other external funding is required as no revenue grant will be made to organisations whose sole source of income would be the Council.

Revenue grants are not available to uniformed/youth groups e.g. scouts and guides (please note Capital Grants are available). Financial assistance for revenue expenditure may be available from Nottinghamshire County Council which can be contacted at the following address: County Hall, West Bridgford, Nottingham NG2 7QP

Amount: The minimum grant available is £500.00, there is no set maximum but this will vary according to the type of organisation, the service provided and our budget limitations.

Application Decisions

Grants over £500 are submitted to the earliest possible meeting of the Council's Cabinet for consideration

Grants up to £500 are decided by the Head of Financial Services under delegated powers and the Portfolio Holder for Resources.

Newark & Sherwood District Council

Newark and Sherwood District Council Sports Grant Aid Scheme aims to support District based Parish Councils, community groups, voluntary sports clubs and talented individuals to help them achieve their aims and aspirations.

The scheme has three main funding streams:-

Coach Education and Development

Special Projects and Events

Talented Individuals .

Each application will be assessed against the programme criteria and grants of up to £2000 can be awarded for Special Projects and Events and up to £200 for Coach Education and Development and support to Talented Individuals.

For further information or an application pack contact the Sports Development Team
There are many external funding organisations to which you can apply, these include Awards for All, Sport Relief, Community Initiative Fund, Newark Youth Trust and Newark Town Council.

Rushcliffe Borough Council

Grants for individuals and community groups

Advice on grants available to Parish and Town Councils and to organisations and individuals.

The Council considers grant aid applications from Parish Councils and Town Councils, from community and voluntary organisations and from individuals. Applications are considered throughout the year.

Grants for Capital Works to grounds or buildings are limited to a maximum of £15,000 per application. They are available to properly constituted voluntary groups and to Parish and Town Councils.

Grants to individuals up to £250 are available. They are available to individuals who have been selected in respect of their artistic or sporting excellence to represent the District, County or Country. Similar grants can be considered from individuals who can demonstrate they are involved in a project which involves community as well as personal development - in effect projects which exhibit the individual's good citizenship qualities.

Please note that grants to individuals are based upon travel and accommodation expenses only and will not exceed £250 or 10% of the eligible expenses. Expenses below £200 are not eligible for grant aid. Detailed criteria for each type of grant is included with the relevant application forms.

Application forms

Application forms are available below or by contacting Katherine Marriott by email to kmarriott@rushcliffe.gov.uk or by telephoning 0115 914 8320. You can also write to Katherine Marriott, Community Engagement Manager, Rushcliffe Borough Council, Civic Centre, Pavilion Road, West Bridgford, Nottingham NG2 5FE.

Parish Planting Scheme

Parish planting scheme provides native tree and hedgerow plants and is available to parish councils.

For further details contact your Parish Council.

Small Environmental Improvements Programme

Small environmental improvements programme is an ongoing programme of environmental improvements. These can range from landscaping, to wildlife habitat creation, to public art. Applications for projects are welcomed.

For further information and application forms contact Design and Conservation.

Nature Conservation Grants

Rushcliffe Nature Conservation Strategy Implementation Group and Rushcliffe Borough Council provide the following grants:

- Ponds and wetlands grant encourages pond and wetland creation and restoration.
- Conservation groups support grant supports community groups carrying out nature conservation work in Rushcliffe.

For further information contact the Community Environment Officer.

REACT 21

Environment fund is a small fund promoting local community action on environmental and quality of life projects within the Borough of Rushcliffe.

Modest funding is available from *Rushcliffe Environmental Action for the 21st Century (REACT 21)* for projects that benefit the local environment, for example improving energy efficiency, establishing habitats for wildlife, or building and demonstrating a sustainable environmental amenity.

Flexibility and creativity is encouraged. Projects will need to have community involvement or some public access in addition to delivering positive green objectives.

For further information contact the Community Environment Officer.

Nottingham City Council

Nottingham City Council Sports Grant Aid Scheme aims to provide support to city residents, community groups, voluntary sports clubs and talented individuals to help them achieve their aims and aspirations. The scheme has three main funding streams:

- Coach and Leader Development - people of all levels of knowledge and experience who want to develop their leadership and coaching qualifications in sport or physical activity
- Talent Support - to assist talented sports people at county level or above to progress to higher levels of participation
- Kick Start – for developing new, innovative activities
- Free Access for National Sportspeople - designed to give free access to City Council leisure facilities for sportspeople who are competing at a national level

Each application will be assessed against the programme criteria and grants of up to £500 can be awarded for Kick Start projects and up to £300 for Coach and Leader Development and a maximum of £750 to support Talented Individuals It is advisable to discuss your application with a member of the Sports Development team before you submit your application form. Please refer to the Sports Development homepage for contact details.

Further grant aid support is available through certain sports governing bodies and a range of other providers; see useful links below:

Contacts

Carol Mitchell

Grants Admin Officer

Tel 0115 9152716

Nottinghamshire County Council

Building better communities is a five year project to support deprived communities. Find out more in the building better communities section of the Nottinghamshire Country Council website.

Annual grants budget provides grants for community groups in Nottinghamshire. Find out more in the voluntary sector partnerships section of the Nottinghamshire Country Council website.