

Background

The District Council has a small grant scheme called the Community Chest. It is administered on the Council's behalf by Community Lincs. The aim of the fund is to enable small improvements to community assets or invest in local activities which help community engagement and build confidence and cohesion.

Funding Available

- The maximum grant available is £500 for a General Community Project. £1000 is available for the development of a Community Led Plan (Parish Plan) or addressing actions from a completed plan.
- The Community Chest will fund 100% of the project costs up to the maximum level of the grant.
- We will not give more than one grant of £500 to an organisation within a 6 month period (from the date the award was made). Only one grant of £1000 in any 12 month period.

Priorities

Projects that can fully demonstrate the need.

Projects that represent good value for money.

Projects that show the added value of volunteer time.

Projects that can demonstrate links to West Lindsey District Council's Corporate Priorities (see application form).

Eligibility

To be eligible the group must:

Have a constitution, governing document.

Be a registered charity, voluntary group, sports clubs, parish council or social enterprise.

Have a bank account (or evidence that an account is being set up).

Prove the need for the project.

Have been set up to benefit the residents of West Lindsey.

Demonstrate the ability to deliver the project within an agreed time scale.

Examples of what the Community Chest will support

Revenue costs examples:

Equipment hire
Volunteer expenses
Meeting room hire
Pay for training

Capital costs examples:

Notice board
New floor
Benches
Fridge / cooker

What the Community Chest will not support

Projects of a political nature.

Projects that require match funding where the match funding is not secured.

Projects that are the responsibility of another authority.

Applications from businesses.

Projects that promote religious beliefs.

Projects that only benefit an individual.

Retrospective funding – activity already taken place, items already purchased and paid for.

Projects that have already been fully funded elsewhere.

How to apply

- Complete the application form in full.
- A copy of your constitution or governing document.
- Your last month's bank statements, (please do not send original documents as we are unable to return them).
- Latest yearly accounts.
- At least two quotes for items over £50.
- Any supporting documentation (e.g. photos, letters of support, questionnaire analysis).

Application Process

Applications will be assessed by a panel within your district area. There are 6 areas within West Lindsey and each panel will consist of the local area manager, 2 ward councillors and members of the Voluntary and Community sector who have a sound knowledge and experience of community projects.

Applications will be considered during the last week of each month and applicants will be notified within ten working days.

If successful an offer letter will be issued and the applicant must agree to the Terms and Conditions. A grant acceptance form must be returned before any payment can be made.

All projects will be required to complete an end of project report on completion of the project.

Please email your application to:

communitychest@communitylincs.com

or post to the address below.

Please note you can email the application and send hard copies of supporting documentation if necessary.

Support with writing an application:

Community Lincs are able to provide support and advice. If you are interested in applying or you are not sure if you meet the criteria and would like to discuss your project in more detail please contact:

**Community Chest
Community Lincs
The Old Mart
Church Lane
Sleaford
Lincs
NG34 7DF**

Telephone: 01529 301962/302466

This form is available in other formats on request.