



Community building application guidelines

Community building – application guidelines

In 2020 we have a pot of funding, worth £30,000, to allocate to local good causes and we are now inviting applications for funding to support community pride projects across Cheltenham.

Due to the current situation regarding Covid-19, we have agreed, temporarily, to focus on providing small grants to community-based organisations to help them support those most in need.

Why community-building grants?

Cheltenham Borough Council wants to provide small amounts of money to our local communities so that they can use their significant skills, powers and resources to help those most in need.

These themes might be picked up in practical projects such as:

- Purchasing equipment to enable the group to be more effective;
- Using technology and social media to create a supportive community; or
- Printing costs to help share offers of support.

Alternatively community groups might want to use the funding to acquire specific support such as:

- Identifying, recruiting and supporting volunteers;
- Participating in online training courses for volunteers and paid staff to develop specific skills;
- Accessing specific advice and support;

Who can apply?

Any parish council, constituted voluntary sector, community or neighbourhood-based organisation can apply.

How much can be applied for?

Any group may apply for a single award up to a maximum of £300.

What we won't fund

- Any events or activities of a political nature
- Projects being delivered outside the boundaries of Cheltenham borough.
- Projects that cannot demonstrate that the necessary permissions will be achieved within the appropriate timescales

The assessment criteria

We are looking for projects that have been well thought out and can demonstrate the following:

- That the project, event or activity will build and support community spirit;
- What will the event or activity achieve
- How will success be measured;
- The amount of funding requested and any additional volunteer time or cash that is contributed

How to apply

Making an application

Please complete all pages of the application form. Incomplete applications will not be considered.

We want to encourage applicants to complete their applications on a computer as hand written applications can be difficult to read. If you require any help with completing the application forms please let us know as soon as possible and we will provide assistance.

Agreements and performance management

Before the project can start, the council will enter into a project agreement with the provider which will set out various obligations on the two parties. This will include important issues like safeguarding, health and safety and data sharing.

Grant payments

For successful applicants, payments will generally be made in arrears on receipt of completed performance management report and claim form. However, we can arrange advance payments to help with cash flow but this will be subject to checks and you will be liable to repay this if your project does not make satisfactory progress.

Other considerations

Please be aware that as this is public money, the funding will be subject to inspection and audit. Any fraudulent activity will be quickly identified and reported to the police.