

**GRANT SCHEME – GUIDELINES FOR APPLICANTS**

1. Groups within the parish of Waverley can apply to the Waverley Community Council (WCC) Grant Scheme fund. Those groups outside the parish who can clearly and specifically demonstrate direct benefit to the inhabitants of Waverley will also be eligible to apply.
2. The scheme will support start-up costs for new groups and capital and revenue projects for existing groups.
3. Groups must apply to the fund using the appropriate application form.
4. Groups will be expected to supply accompanying documentation (according to type of application – this information is provided on the application form).
5. There deadline for application in round one of 2021/22 is 23 June 2021.
6. Grants of £250 are available to support start-up of new groups with a constitution, bank account and a minimum of 8 members.
7. Groups applying for capital or revenue grants can only apply once per year (April to March) but may bid for a number of elements of a project in the application.
8. Groups applying for start-up funding may also apply for capital or revenue funding within the same year (April 2021 to March 2022).
9. All applications will be considered with regard to the financial stability of the groups and judged on their own merits; particular attention will be given to a group clearly demonstrating the need for the project.
10. Groups applying for capital or revenue costs will be expected to contribute at least 20% of their own funds to the total cost of the project.
11. Where partnership funding is also being sourced from external funders, WCC would wish to see that such funding has been secured prior to awarding a grant.
12. Retrospective applications (i.e. for projects already completed) will not normally be allowed. WCC will judge at the time of application whether the project was urgent, consider the financial situation of the group at the time and the benefits gained to the community.