

Grants to Voluntary and Community Organisations

Notes for applicants

A one door approach

East Renfrewshire Council operates a number of grant schemes to assist community and voluntary organisations. You can apply for any or all of these schemes using a single application form.

The grants schemes are:

Community Learning and Development Fund (Regeneration and Participation)

This fund is available to support a range of activities by local and national organisations within local communities such as:

- Seed-corn funding for new organisations. (start up funding)
- Community capacity-building events for under-represented groups. (developing the skills and confidence of your members)
- Community learning and development in the wider community.
- Support to groups to promote their participation in community planning.
- Social regeneration, civic pride and heritage activities such as festive occasions, gala days, arts events and sporting activities.

Tenants Association grants

Grants to assist tenants' groups by providing:

- 1) Start up funding – up to £250 per Association.
- 2) An annual grant to help with running costs – up to £250 per association.
- 3) One off grants for special projects.

Strategic Fund

This fund is available as a contribution towards the cost of voluntary or community organisations which can offer partnership of a strategic nature, in line with the Councils' key objectives.

Recipients of this fund will be subject to a Service Level Agreement with the Council and a formal risk assessment.

Please note all applications for the Strategic Fund must be received by the Council by the December preceding the next financial year in which funding is required.

Social Work section 10 grants

For national or local organisations whose sole or primary purpose is to promote social welfare. The amount of grant available varies. Applications are usually considered on an annual basis.

Widening Opportunities

It is the Council's policy to widen opportunities to access these grants to as many groups as possible. Only organisations seeking funding from other sources while applying for these grants would be considered for continual financial assistance. Assistance on sources for additional funding can be sought from Voluntary Action, UnderCover, 56 Kelburn Street, Barrhead G78 1LR (0141 876 9555).

Who can apply?

Any local group or national organisation pursuing the themes listed overleaf. All groups must be 'not for profit' and properly constituted. Applications will only be progressed when the following information is received.

- 1) A constitution (signed by two office bearers).
- 2) The group's most recent bank statement.
- 3) A current financial statement signed by two office bearers plus details of all signatories for your bank accounts. You may also be asked for audited accounts. If this presents your organisation with any difficulty please contact the Council for advice. Some organisations may be asked to provide additional information such as a child protection policy.

What happens now?

After your application and supporting information is received it will be acknowledged within 5 working days and forwarded to the most appropriate council department. Your application will be assessed during which you may be contacted to supply further information. When this is completed your application will be considered and a decision made.

Conditions of grant

The conditions of grant are detailed at the end of these notes. The council will assume that these have been understood and accepted by your group when the application is received. Additional conditions may be attached to your grant and you will be asked to accept these in writing before payment is made.

National Organisations

(an organisation covering more than one council area)

Some of the questions on the application form may not be relevant to these organisations. Please enter "not applicable" to these questions.

However you should submit additional information such as your annual report, information on current/proposed work in East Renfrewshire and information on performance indicators used by your organisation.

Applications from individuals

The Council does not normally accept applications from individuals.

Assistance for talented athletes may be available from the local Sports Council.

Please contact us for more information.

Grant schemes – conditions of grant

Applicants must read and agree to abide by these conditions of grant

A. General

1. **All receipts, not just the portion of grant given for the project and a detailed breakdown of expenditure must be submitted to the appropriate department, e.g. if the total project costs £200.00 and a grant is given from the Council for £100.00, receipts and detailed breakdown must be for £200.00. In the case of purchasing equipment, receipts should be submitted on completion of the project, or within 6 months of the decision, whichever comes first.**
2. The grant is allocated for and must be spent on the purpose –for which it is granted-and no guarantee can be given that further funds will be made available.
3. The overall aims and practices of the purpose of the grant must be consistent with the objectives of the Council.
4. The applicant must not treat any members or potential members less favourably on any grounds which could be deemed discriminatory including but not exclusively, race, colour, disability, gender or faith.
5. East Renfrewshire Council's liability shall be to make payment of the grant to the organisation. All other liabilities or claims are the responsibility of the organisation.
6. The organisation will, at any time, if requested:
 - a. Provide information or copies of financial records, as may be required by an authorised officer of East Renfrewshire Council; and
 - b. Make items purchased or projects developed available for inspection if required.
7. The organisation must provide three written quotes for equipment items costing over £150.
8. The Grant must be spent within the financial year in which it is approved. Any anticipated variation must be made known to the Council at the earliest opportunity.
9. If the costs incurred are less than the amount specified in the grant application, the surplus will require to be repaid to the Council.-.
10. The project being funded by the grant will be carried out under the complete control of the organisation. Where a grant represents the organisation's contribution to a joint project with another organisation, the Council must be satisfied that the overall aims and practices of the project are consistent with the objectives of the Council.
11. Any organisation receiving grant aid should acknowledge the support of the Council in all publicity materials.
12. The grant should not be used for political campaigning purposes.
13. All organisations dealing with young people under the age of 18 years must have a child protection policy.
14. All organisations must have complied with the conditions attached to previous grant awards (e.g. submission of receipts). Where this condition is not complied with, subsequent applications will not be processed.
15. Additional conditions may be set by East Renfrewshire Council at its discretion.
16. Applicants to the Strategic Fund must submit a written Equality Policy with their application.
17. Grant funding retrospectively will not be given to organisations who submit a grant application form after the event or activity has taken place.

B. Equipment

Community Organisations awarded grant funding for the purchase of equipment will ensure that:

1. The equipment will be owned and controlled by the organisation.
2. The Council bears no responsibility for insurance of equipment.
3. The organisation will undertake to ensure that the equipment is fully and properly maintained;
4. Equipment purchased with a grant will not be disposed of without prior consultation with the Council.
5. If the community group or voluntary organisation is disbanded, any equipment purchased through an East Renfrewshire Council grant will revert to the Council, or if the equipment has been lost, stolen or damaged and not replaced, any monies obtained from insurance will revert to the Council.
6. Equipment of a specialist nature will only be used under supervision of a qualified person when appropriate Health and Safety conditions have been met.

Please return completed form to:

East Renfrewshire Council
Democratic Services
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Council Headquarters
Rouken Glen Road
East Renfrewshire
G46 6UG

For further information on grants contact:

Liona Allison 0141 577 3033

liona.allison@eastrenfrewshire.gov.uk

如果您想得到该资料所含信息的译文，请联系：

اگر آپ اس ایف لیٹ میں درج معلومات کا ترجمہ اپنی زبان میں چاہتے ہیں تو ہم سے رابطہ کریں

इस सूचना-पत्र में उल्लेखित सूचना यदि आप हिन्दी अनुवाद में चाहते तो कृपया सम्पर्क करें।

ਜੇ ਤੁਸੀਂ ਇਸ ਲੀਫਲੈਟ ਵਿਚ ਦਿੱਤੀ ਜਾਣਕਾਰੀ ਦਾ ਅਨੁਵਾਦ ਚਾਹੁੰਦੇ ਹੋ ਇਥੇ ਸੰਪਰਕ ਕਰੋ।

If you would like the information contained in this leaflet translated, please contact: 0141 577 3001