

How is the grant paid?

The grant is released to you when you send in the paid invoices related to your project together with your final report. You should bear in mind that you will need to pay the invoices first, before you claim the grant money. Invoices that are dated before the date of the offer letter will not be eligible, which is why your project should not start until you have accepted the offer.

If you fail to meet any of the conditions set out in our grant letter, or your project is discontinued, or fails to achieve its targets, we may request part or all of the funding be returned.

What should we do next?

If you have an idea for a project, and you'd like to chat to someone about it first, please call the Delegated Grants and Programmes team on 01432 260753. If you are looking for other funding schemes you can call the Project Development team on 01432 260636 who will also be able to provide advice on other sources of funding.

Please help us to help future applicants, by telling us if you have any queries which aren't answered in this document.

If you require this information in another format (large print, Braille, another language) please ring 01432 260753 for further assistance.



Herefordshire Community Pride Grant Scheme

Information Sheet

Examples of the projects that can be applied for:-

Social:	Environmental:	Economic:
<ul style="list-style-type: none">• Formation of a club or society.• To provide equipment, support or publicity for a group.• Enhance an existing provision.• One off event to benefit the community and bring them together.	<ul style="list-style-type: none">• Area enhancements including purchasing materials such as plants.• Clearing of an area of ground for use by a group.• Improved signage for an area.• Equipment for a community area.• Small crime prevention initiatives	<ul style="list-style-type: none">• Equipment for new work project.• Set up training courses.• Assist with publicity for Town/Village.• Publicity to increase usage of the area or facilities.

Herefordshire Community Pride Grant Scheme

What is the Herefordshire Community Pride Grant Scheme?

This is a small fund to help local community groups in Herefordshire bring ideas and projects to life for the benefit of Herefordshire citizens.

Who can apply?

The project needs to be community led and come from groups or organisations with a written constitution and bank account. Private individuals cannot apply.

How will I know if our project is eligible?

Each project must:-

- Take place and benefit people in Herefordshire
- Demonstrate good value for money.
- Seek to involve the community.
- Be new - it must not duplicate existing services.
- Not be for statutory activities or promote political or religious activities.

What output could my project achieve?

An output is a measurable assessment of performance and success. All projects should achieve at least one of the outputs identified below and may have other relevant outputs relating specifically to that project. Projects are encouraged to choose the most relevant and achievable output(s).

Output
No. of community facilities established/created
No. of community facilities improved
No. of additional people potentially using new/improved facilities
No. of community services established/created
No. of community of services improved
No. of additional people potentially using new/improved services
No. of networks established/created
No. of networks improved
No. of volunteers directly involved in delivering the project
No. of study reports completed

How much can we apply for?

There are limited funds but we can offer up to 75% of the total eligible project costs, up to a maximum of £750. This means that you will need to find at least 25% of the costs yourself, although this can be 'in-kind' funding rather than actual money. The total project costs should not exceed £2,000 and the minimum that can be applied for is £250.

What do we have to do to apply?

There is an application form which is easy to complete. To obtain one either ring us on 01432 260753, or email delegatedgrants@herefordshire.gov.uk and a form can be emailed to you.

What Happens Then?

When we receive your application, we will acknowledge receipt. It will then be considered by an independent panel. Based on the information in your application, this panel can make one of four decisions: -

- Offer a grant;
- Offer a grant with some specific conditions;
- Request further information from you, to aid decision making;
- Reject the application.

When Can I Start My Project?

Similar to most other grant providers, if we make a offer of grant to you, we will write an offer letter, setting out how much grant is offered, detailing any specific conditions. If you are happy to accept the grant offer and associated conditions, you will then need to sign and return the copy offer letter. Once you've sent this back, you can then start on your project. You should keep all paperwork relating to your project. i.e. all invoices, receipts, cheque stubs and bank statements. Also a list of groups or individuals who benefit from the project should be kept.

Completion of Project.

When a project is finished, you will need to complete a final report. This summarises what your project has achieved, and breaks down all the income you received for your project, and all the expenditure incurred.