



## **PRESCOT TOWN COUNCIL COMMUNITY FUND GUIDANCE NOTES AND GRANT CRITERIA**

Grant Funding of up to £500 for local community projects

### **What is The Community Fund?**

The Community Fund has been set up to enable the Town Council to provide financial assistance to community groups operating in the Township of Prescot or providing a service to a considerable section of Prescot Residents.

The Council operate the community fund through Section 137 of the Local Government Act 1972. The act 'empowers Local Councils to spend up to a prescribed amount in any one year for the benefit of the inhabitants of the area or part of them.'

### **Who can apply?**

The Community Fund is open to any community, voluntary, charitable or non-profit making organisation based in Prescot or predominantly serving the Prescot community. Organisations must be:

- Properly Constituted
- Have a bank account in the organisations name with a requirement for at least two signatories to with draw funds.
- Provide a benefit to residents of Prescot

### **What can we apply for?**

You can apply for funding of up to £500 which can be used for a range of projects (both events and equipment) that will make a positive impact in our community.

Examples of previously successful bids are:

- Contribution towards the costs of line marking equipment
- Contribution towards the costs of the Prescot Festival
- Match funding to support crime reduction activities

### **How often can we apply?**

In order to ensure the fund is available to as many groups as possible the Town Council will only approve one application per group per year.

### **We will not support:**

- The purchase of IT equipment
- Football kits or dance clothing
- Retrospective expenditure
- Projects outside of Prescott
- Expenses for Individuals

### **How will the application be assessed?**

Each bid will be assessed on its merits and the application must evidence:

- A clear rationale and evidence of need
- The number of residents benefiting from your project /activity
- How the proposal adds value to the community
- What sustainable benefits the project will deliver

We will look favourably on bids that can show evidence of securing additional fundraising or in-kind support.

### **What happens after I submit an application?**

We aim to make a decision within 6 weeks (Subject to the Councils meeting calendar available from [www.prescot-tc.gov.uk](http://www.prescot-tc.gov.uk) ) so please make sure you leave enough time to submit an application before you want your project to start as we won't fund projects retrospectively.

If you are successful we will pay you by BACS, which you should receive within 1 day of the payment being raised. You are required to acknowledge the Council as a funder of your project by displaying our logo on any of your promotional materials.

You may not submit another bid to The Community Fund for the same project within the same financial year. Please contact us if you are unsure whether this applies to you.

If you are unsuccessful we will tell you why we are unable to fund your project. You are welcome to re-submit another bid into the fund.

### **Who can I contact if I have more questions?**

For general queries about The Community Fund please contact the Town Clerk on 0151 426 3933 or email [enquiries@prescot-tc.gov.uk](mailto:enquiries@prescot-tc.gov.uk)