



PRESCOT TOWN COUNCIL

COMMUNITY FUND POLICY & GUIDANCE NOTES

Grant Funding of up to £500 for Local Community Projects

What is The Community Fund?

The Community Fund has been established to enable the Town Council to provide financial assistance to organisations operating within the Township of Prescot or which is located outside of the Town's boundary yet makes a positive impact in the Prescot community and/or Prescot residents.

The Council operates the community fund through Section 137 of the Local Government Act 1972. This 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 which is located outside of the town boundary yet predominantly supports 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
- The Town Council recognise that Community Interest Companies are not for profit but also that they employ staff to deliver their services. The intention of the Community Fund is to provide benefit to the people of Prescot not to support individual or collective wages therefore any applications received for CIC's or Social Interest Companies must demonstrate how the funding benefits the community and not the organisation, ie free to access events or a budget which demonstrates no staffing costs etc.

What can be applied for?

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

Examples of previously successful bids are:

- Contribution towards the costs of line marking equipment
- Contribution towards the costs of the Prescott Festival and Knowsley Flower Show
- Match funding to support crime reduction activities
- *Contribution towards the purchase of gardening equipment*
- *Contribution towards the purchase of board games*

How often can we apply?

To ensure the fund is available to as many organisations as possible the Town Council will only approve one application per organisation per year.

What Community Funding cannot be used for?

The purchase of

- IT equipment
- Football kits, dance clothing, uniforms or other sports kit
- Retrospective expenditure
- Expenses for Individuals
- Foodstuffs
- Perishable Goods / Consumables
- Sports club or other group subscriptions

How will the application be assessed?

Each application will be assessed on its merits and 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) 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 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.

All successful applications will be required to submit proof of expenditure no later than 3 months after the project start date. Failure to do so will result in clawback of funding and any future applications submitted by the organisation not being put forward for consideration by Members.

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