

Meltham Town Council Community Projects Fund

Introduction

This is a five year capital grants scheme commencing April 2009. £50,000 has been allocated for each financial year. **At the Council Meeting on 13 January 2014, the Scheme was extended for a further two years - 2014/2015 and 2015/2016 with a yearly allocation of £30,000, (MIN 14/95). At the Council Meeting on 25 January 2016, the Scheme was extended for a further year - 2016/2017 with a yearly allocation of £25,000, (MIN 16/132).**

Grant limits have been set, the minimum being £1,000 and the maximum of £10,000 in any two years, (note this could mean that an organisation applies for £5,000 one year, £5,000 the next). The total award is restricted to a maximum of 50% of the total cost unless there are exceptional circumstances, full details of which must be provided by the applicant.

All projects must be located in the Meltham Town Council area and the project must be wholly/principally for the benefit of the residents of Meltham Township.

Priority will be given to applications which can detail and prove the impact of the project on the Meltham Township community. It is important that the projects are sustainable, (that they can be managed long-term) and are capable of a long-term effect

The Council are eager to see leverage from other funding sources

Applicants **MUST** attend the Council Meeting where their application is being discussed Grants Criteria

The following criteria have been agreed and apply to all applications; this scheme can support projects that:

- Involve **capital** expenditure only
- Will benefit the local community
- Have a long term effect
- Are environmentally acceptable

Who Can Apply?

- Community based 'not-for-profit' or charitable organisations
- Applications will only be accepted from groups that are democratic, have an organised structure and are able to demonstrate financial management (groups must have a written constitution or other recognised legal governing document)

What will not be Funded?

- Costs relating to items or work already carried out before the grant has been awarded

As part of the application process you will be asked to provide quotations; for items costing under £3,000, two quotations are required. Items over £3,000, three quotations need to be obtained. **YOU MUST SUBMIT THE QUOTATIONS WITH YOUR APPLICATION TOGETHER WITH COPIES OF YOUR BANK STATEMENT, ACCOUNTS AND CONSTITUTION.**

Groups are encouraged to seek quotations from local suppliers/contractors.

Further information and support is available from:

Sarah Armitage – Town Clerk
Meltham Town Council, The Carlile Institute Business Hub, Meltham HD9 4AE

Tel: (01484) 852367
Email: melthamcouncil@btconnect.com