

Crowle Town Council Community Grant Scheme Guidance Notes



Eligibility?

Any community group with charitable purposes within the Local Authority Boundary of Crowle and Ealand. We expect groups applying for the large grant scheme to have a formal constitution or governing document to assure us that the group operates in a structured manner.

How Much?

A Set up Grant application of up to £150

A Small Grant application of up to £150

A Large Grant application of up to £1000

When?

Small Grants and Set Up Grants are allocated throughout the year and considered at the regular Town Council meeting held on the 2nd Tuesday of the Month

Large Grants?

We allocate grants throughout the year on a quarterly basis May, August, November and February on the 2nd Tuesday of the month at the Town Council meeting

What are the deadlines for applications?

A completed application with all supporting information to be provided to the clerk no less than 14 days prior to the meeting at which it is to be considered.

What we can give grant for?

Community activities, capital purchases or a contribution to running costs which will enable the group to deliver positive outcomes and enrich the lives of the residents of Crowle and Ealand

A small set up grant to create a new activity or club, up to £150.

Please note the grant if approved can not be used for anything other than what is stated in your application. If for any reason you want to change the grant use then you must write to the Council requesting a variation of use.

What evidence do we need to see?

1. Set up grant – a completed application on the small grant scheme form detailing the club you wish to set up.
2. Small Grant Scheme – Completed application, copy of bank statement, 1 quote for goods or services.
3. Large Grant Scheme – Completed application, copy of constitution, copy of bank statement, copy of last year's accounts, 3 quotes for goods or services.

When will I know if I have been successful?

The clerk will write to you with details of whether your application has been approved and confirmation of when the money will be paid into the bank account on the application form within 10 days of the meeting at which the grant is considered.

Can I apply for a further grant in the future?

We accept 1 grant application per year, we prioritise groups that have not had previous funding.

How much money does the Town Council have for grants?

We agree the total amount of money per annum to set aside for grant activities for the following year at the Annual Precept meeting usually held in December at the Town Council meeting.