

# **Community Grants**

## **FAQ'S**

### **Can I apply if I have previously received funding from the Communities Grant Scheme?**

Yes, organisations can apply again even if they have previously received funding if this does not fall within a 12-month rolling period of a previous grant award or alternative funding provided by EDDC.

### **Can I apply more than once in the same funding year?**

No, only one grant per voluntary organisation/group will be awarded in any 12-month rolling period.

### **Do you only fund new projects?**

We accept applications for both new and existing projects that meet the criteria of the scheme.

### **Is there an income limit for organisations wishing to apply?**

No, there isn't an income limit for organisations. However, please note that for-profit groups and organisations cannot apply and this funding is intended for those who do not hold relatively high surplus funds.

### **Do I have to apply for the maximum funding available?**

No, you can apply for any amount up to the maximum, starting from a minimum of £300 for small community grants and £500 for community buildings.

### **Can retrospective costs be included in my application?**

No, you can't include retrospective costs in your application.

### **Can countywide organisations apply?**

Countywide organisations can only apply for the small community grants if the delivery of the project will be serving communities within East Devon and at least 90% of the people benefitting from the project live in the East Devon area.

### **I need help with my application - who can I contact?**

If your organisation is new to making a funding application, or you haven't written one for a while and would like some independent support contact Devon Communities Together (DCT). [info@devoncommunities.org.uk](mailto:info@devoncommunities.org.uk) Telephone 01392 248919

For all other enquiries, please email the [Community.Grants@eastdevon.gov.uk](mailto:Community.Grants@eastdevon.gov.uk)

### **How can I get in touch with the Community Grants Team?**

You can email the team directly at: [Community.Grants@eastdevon.gov.uk](mailto:Community.Grants@eastdevon.gov.uk) . Our Mailbox is monitored Monday to Friday, and we aim to reply within 5 working days. During periods where there is a high volume of work it may take us longer to reply we will update our website to reflect this.

**Can I only apply online?**

All applications must be made using our online form.

**Can we apply for the same thing once our funding comes to an end?**

Yes, as long as you are not applying within a 12-month rolling period of the previous grant award or other funding provided by EDDC. You will also have needed to provide a satisfactory end-of-grant evaluation and met the conditions of your grant award.

If we have repeatedly funded the project, we may get in touch to help you identify alternative sources of funding.

**Is there a deadline for applying?**

You must apply within the set grant application window as long as this remains open using our on-line application form.

All supporting information and evidence must be provided within the same time frame or the time stated if we require further information.

Applications that are received once the application window closes will not be considered.

**You have funded my organisation several times and know our work. Do I need to tell you everything and send documents again?**

Every application and assessment is treated as a 'stand-alone' process, and assessors or Members of the decision-making panel may not know your work well. It is important that each application is as detailed and informative as it can be and refers to the criteria and desired outcomes for the specific grant scheme.

If you are making a repeat application, you can contact us to discuss what information and evidence we may not need again.

**We are a small community group without a constitution. Are we able to apply for funding?**

We can consider your application if your group is not constituted, however you will need to be working with Devon Communities Together.

**We are a school. Can we apply?**

No, Public Sector and statutory bodies cannot apply for this funding. This will include any projects run by a Parent Teacher Association.

**We don't have a safeguarding policy. Can we still apply for funding?**

Any organisation working with children, young people and vulnerable adults will need to have relevant safeguarding policies and/or procedures in place for us to consider an application.

Information and advice can be found on the NSPCC website.

**How will we know if our application is successful and how soon will we know?**

The decision and notification timeframe will be outlined in the specific grant guidance on our website.

A decision on your application will be sent by email which will include the expected payment date of the funding if successful.

**Will we need to sign a grant agreement if our application is approved?**

Yes. The Terms and Conditions of the grant funding will be included in your agreement.

The Grant Agreement will need to be signed and returned before any payment can be made.

**What if the project changes or we do something different with the money?**

You must notify us if there is a change in your project related to the grant funding we have agreed based on your application.

**Will I need to keep receipts? What records will I need to keep?**

Yes. As part of our standard terms and conditions, we may ask you to provide evidence as part of our evaluation of your grant.

**What end of grant evaluation will we need to complete if our application is approved?**

Evaluations will be carried out at the end of the funding period and will be based on your project.

These may include numbers of residents helped, a case study, a short video, any learning such as challenges, what went well, what didn't and why etc.

**What can I do if I don't agree with a decision or want to make a complaint?**

There will no right of review to decisions, however the Council may choose to undertake an internal review of a decision in exceptional circumstances as the grants are being decided by Members of the Communities Grant Panel.

Applications will be reconsidered by a senior officer and referred to the Chair of the Community Grant Panel as soon as practicable, and the applicant informed in writing or by email of the decision. This decision shall be final.

**If our application is approved, can we publicise details?**

Yes. EDDC will also issue publicity about projects and activities that it supports and may use your project as a promotional case study, and for evaluating project work and outcomes required for the annual report. Publicity may include digital images, video and other content.