



KNOWLE WEST ALLIANCE

rooted in the community; growing for the future

SMALL GRANTS INFORMATION SHEET

How do you get involved?

As a Knowle West-based individual/organisation/group/school, you'll complete a simple application form detailing your community project idea. You can apply for up to £250 for a project related to improving wellbeing/tackling social isolation or up to £100 for a 'greener place' project. The money you have should cover the whole cost of your project; you can look for match funding (money from another source) if your project will cost more than the amount of the Knowle West Alliance grant. We may suggest other ways of funding your project if it's more appropriate. You can apply for one grant in a financial year.

Your project must also meet at least one of these criteria:

- Making a safer place
- Making a friendlier place
- Making a greener place
- Making a cleaner place
- Making an active place

What happens next?

After you've put in your application, our grant decision panel made up of local residents and workers will decide if your project meets our criteria. If we are unsure, we may ask for more information before making a decision. You may have to wait up to one month to find out depending on when we receive your application.

If your application is approved, you or other member(s) of your project must record a short video (approx. 1 minute long) explaining your project that we can share online. If you need help with this, please let the Knowle West Alliance Community Development Worker, Frances Coates, know.

How do you get the grant?

When we receive your video, you will be sent information about how to claim your grant; it can either be through production of receipts/invoices or via bank transfer to a community group/organisation/school bank account. This could also be via a suitable third party bank account with their permission. If you do not have a suitable bank account or are unable to make purchases up front, we may be able to buy items you require for your project on your behalf. You must keep all receipts/records of spend. If you are match funding your project, you will need to have this funding in place before we will release the grant to you.

What happens after the project is completed?

Evidence of how your project has worked should be gathered and shared with Knowle West Alliance. This could include photos, messages from those impacted by it, videos, news stories etc. These may be shared on social media/our website.

Someone from Knowle West Alliance will arrange to talk to you about how your project went.

For more information, help or an application form, please contact: frances.coates@kwalliance.co.uk