

SMALL GRANTS INFORMATION SHEET

How do you get involved?

As a Knowle West-based individual/organisation/group/school, you'll complete a simple 1-page application form detailing your community project idea. You can apply for up to £250 for a project that encourages people to take part in their community and reconnect with their neighbours following the lifting of Covid restrictions, 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 Grants 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 6 weeks to find out depending on when we receive your application. Please let us know if you need the funding for a project which is happening very soon.

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. We are happy to help with this if you need.

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 with two signatories. 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 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.

You will be sent a short Grant Feedback form which you can complete or our Community Development Worker 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