

**Agenda for consultative meeting of the
Community Grant Panel
Wednesday, 9th March, 2022, 9.30 am**



Members of Community Grant Panel

Councillors J Bailey, D Key, J Loudoun, H Parr, G Pook,
V Ranger and J Rowland (Chair)

East Devon District Council
Blackdown House
Border Road
Heathpark Industrial Estate
Honiton
EX14 1EJ

DX 48808 HONITON

Tel: 01404 515616

www.eastdevon.gov.uk

Venue: online via zoom

Contact: Debbie Meakin dmeakin@eastdevon.gov.uk

(or group number 01395 517546)

1 March 2022

Important - this meeting will be conducted online and recorded by Zoom only.

Please do not attend Blackdown House.

Members are asked to follow the [Protocol for Remote Meetings](#)

This meeting is being recorded by EDDC for subsequent publication on the Council's website and will be streamed live to the Council's Youtube Channel at

<https://www.youtube.com/channel/UCmNHQruge3LVl4hcgRnbwBw>

Public speakers are now required to register to speak – for more information please use the following link: <https://eastdevon.gov.uk/council-and-democracy/have-your-say-at-meetings/all-other-public-meetings/#article-content>

Between 8th December 2021 to 11th May 2022, the Council has delegated much of the decision making to officers. Any officer decisions arising from recommendations from this consultative meeting will be published on the webpage for this meeting in due course. All meetings held can be found via the [Browse Meetings](#) webpage.

1 Public Speaking

Information on [public speaking is available online](#)

2 Minutes of the previous meeting held on 2 February 2022 (Pages 3 - 4)

3 Apologies

4 Declarations of Interest

Guidance is available online to Councillors and co-opted members on making [declarations of interest](#)

5 Matters of Urgency

Information on [matters of urgency](#) is available online

6 Confidential or exempt items

To agree any items to be dealt with after the public (including the press) have been excluded. There are no items which Officers recommend should be dealt with in this way.

7 Grant options (Pages 5 - 21)

To discuss the draft rules and application form for the new medium sized grants scheme previously recommended to Cabinet by the Panel.

[Decision making and equalities](#)

For a copy of this agenda in large print, please contact the Democratic Services Team on 01395 517546

EAST DEVON DISTRICT COUNCIL**Minutes of the meeting of Community Grant Panel held at online via Zoom on 2 February 2022****Attendance list at end of document**

The meeting started at 10.00 am and ended at 10.52 am

76 Public Speaking

There were no members of the public registered to speak.

77 Minutes of the previous meeting held on 25 November 2021

The minutes of the meeting held on the 25 November 2021 were agreed.

78 Declarations of Interest

Minute 81; Councillor Jess Bailey; Personal Interest: Devon County Councillor.

79 Matters of Urgency

None.

80 Confidential or exempt items

None.

81 Grant options

The Group were presented with a report that outlined various options for dealing with the Crowdfund East Devon underspend, if Devon County Council (DCC) remove themselves from the Crowdfund Devon partnership as expected.

Options were:

- Continue Crowdfund East Devon with the Crowdfund Devon partnership via Crowdfunder (minus DCC) until the fund is spent. Without DCC as lead authority, the costs of running the Crowdfunder platform increase to the region of £6 - £7K;
- Distribute grants through crowdfunding, using a different crowdfunding platform, as being explored by other district councils;
- Create a ring fenced fund to continue the Small Community Grants fund already set up after 2023 – the current pot for this grants fund is likely to be spent in 2022/23;
- Give each Councillor just over £800 as a “locality budget” style fund as a trial scheme. Such a scheme was expected to be resource heavy to set up and administer; only able to run as a one-off scheme unless Members were able to commit budget to future years;
- Run participatory budgeting events in the style of “Dragon’s Den” throughout the District in order for applicants to pitch for the grant. Again, this option was resource heavy and could be limited depending on meeting in person under COVID safe conditions.

Discussion by the Group included:

- A reminder of how the existing scheme had operated, including some examples of successful projects;

- The Small Community Grants fund currently stood at £20k; the Crowdfund East Devon underspend was currently £74k;
- Some dissatisfaction with the current Crowdfunder platform, not drawing in sufficient applications, and for some inexperienced communities, difficult to navigate; in contrast, other Members felt that this option was easily accessible to many community groups;
- No support for a “Dragon’s Den” style of application because of the resource implication and that many applicants would feel uncomfortable with that approach;
- Exploring other crowdfunding platforms should be undertaken to find a cheaper way of running the scheme;
- No support for a “locality budget” approach, because of the significant resource and the expectation that it will be extended to future years;
- Based on the projects awarded funding to date through Crowdfund East Devon, for every £1 of funding given by the Council, delivered £2.47 from other sources;
- Regular training sessions were given by the Engagement & Funding Officer to those seeking to crowdfund, alongside some specific assistance for those struggling to make an application;
- Applying the funding criteria already in place for the Small Community Grants fund to a new, medium community grant fund. This would be a more traditional funding scheme, thereby drawing the current Crowdfund East Devon grants scheme to a close. This concept, working on the basis of grants being between £500 to £5k on a matchfunding basis, with 50% of the project costs being provided from elsewhere.

RECOMMENDATION to Cabinet

That a Medium Community Grants fund scheme be set up, using criteria similar to those in place for the Small Community Grant fund scheme, whereby applications can be made for grants in the region of £500 to £5,000 as a one-off scheme to award the £74,000 Crowdfund East Devon underspend. This would be on the basis of applicants raising a minimum of 50% of their total project costs from elsewhere.

Attendance List

Councillors present:

J Rowland (Chair)
J Bailey
J Loudoun
H Parr
G Pook

Officers in attendance:

Debbie Meakin, Democratic Services Officer
Jamie Buckley, Community Engagement and Funding Officer

Councillor apologies:

V Ranger

Chair

Date:

Report to: Community Grant Panel



Date of Meeting 9 March 2022

Document classification: Part A Public Document

Exemption applied: None

Review date for release n/a

Grant Options

Report summary:

The report and accompanying appendices outline the draft rules and application form for a new medium sized grants scheme to be set up by East Devon District Council. This grant scheme will be set up using the underspend from Crowdfund East Devon, which we will stop providing.

The scheme would provide grants of between £500 and £5,000 to not for private profit groups for projects / activities that work towards one or more of the aims within our Poverty Strategy.

Is the proposed decision in accordance with:

Budget Yes No

Policy Framework Yes No

Recommendation:

Discuss and make recommendations on the rules and application form for a medium sized community grants scheme.

Reason for recommendation:

On 2 February 2022 the Community Grants Panel made the recommendation to Cabinet to close the Crowdfund East Devon scheme, and put the amount remaining in the pot into a new medium sized community grants scheme. Rules and an application form for the funding needed to be drafted, and needed to be discussed and decided upon by the Community Grants Panel as soon as possible to try and make sure the scheme can be brought in when we stop providing Crowdfund East Devon.

Officer: Jamie Buckley, Engagement & Funding Officer jbuckley@eastdevon.gov.uk

Portfolio(s) (check which apply):

- Climate Action and Emergency Response
- Coast, Country and Environment
- Council and Corporate Co-ordination
- Democracy, Transparency and Communications
- Economy and Assets
- Finance
- Strategic Planning

- Sustainable Homes and Communities
- Tourism, Sports, Leisure and Culture

Equalities impact Low Impact

Climate change Low Impact

Risk: Low Risk;

Links to background information [Community Grant Panel on Thursday, 25th November, 2021](#)
[Agenda for Community Grant Panel on Wednesday, 2nd February, 2022, 10.00 am - East Devon](#)

Link to [Council Plan](#)
[Poverty Reduction Strategy - East Devon](#)

Priorities (check which apply)

- Better homes and communities for all
 - A greener East Devon
 - A resilient economy
-

Report in full

Draft rules and application form for a medium sized community grants scheme

At their meeting on 2 February 2022 the Community Fund Panel decided to withdraw from the Crowdfund Devon partnership, and stop providing grants through Crowdfund East Devon. They decided to set up a medium sized community grants scheme using the underspend from Crowdfund East Devon, which at the time stood at around £74,000 (however this may change as the fund is still open to applications).

This new grants scheme needs rules and an application, which have been drafted and are attached as appendices to this report for the panel to discuss and decide upon.

Technically the majority of the £74,000 is Devon County Council's money which they have allowed us to keep and distribute. It is an underspend from a previous fund called the Communities Together Fund, which only ran for one year. Therefore permission has had to be sought from Devon County Council to set up this grants scheme. Devon County Council have agreed to the setting up of a medium sized grants fund, as long as it goes towards meeting the aims of our Poverty Strategy and its associated Action Plan. The rules and application form for the funding have been drafted to meet this requirement.

A few key points:

- This is being proposed to be a competitive grants scheme, with two closing dates in the financial year. As with the Community Buildings Fund, eligible applications received by those dates will be presented to Councillors for decision at a meeting to allow for discussion. It is necessary for it to be a competitive grants scheme to ensure that the best projects / activities are achieved and grants aren't just given out on a first come first served basis.
- The new grants scheme would become live once all relevant approvals have been gained and we have stopped providing grants through Crowdfund East Devon. This will be in around the end of April 2022.

- There is a financial requirement, under our procurement rules, to ask for quotations, especially for larger projects.
- I have stated in the rules that town councils are not eligible, due to the fact that previously the panel has excluded town councils from applying for other funding streams we give out.
- The Community Grants Panel do usually prefer to be final funder in the other grants we give out. However, in this case I would suggest we ask for a minimum of 70% of the other funding to be in place. This is so that we can fund the best projects, and we aren't limited to only those that have all their other funding in place. Our grant can then be used as match funding to help the applicant raise any shortfall.

Financial implications:

The financial implications are included in the report

Legal implications:

There are no legal implications requiring comment.

East Devon Action on Poverty Fund

Overview

The fund provides one-off grants of up to £5,000 to support community-led ideas and initiatives across the area of East Devon administered by East Devon District Council. Applications must work towards the aims within the council's Poverty Strategy. Properly constituted not for profit organisations can apply. A minimum of 50% of the total funding for the project must come from elsewhere.

What we will fund

- Community led ideas and initiatives that will benefit East Devon's communities.
- We can give grants of between £500 and £5,000.
- We would prefer to fund medium sized projects, rather than be contributing a small percentage of big costly projects.
- Projects where a minimum of 50% of the total funding for the project / activity comes from elsewhere.

Projects must help achieve one or more of the priorities / actions listed in our Poverty Strategy. Please see our website for more details about what is included and so whether your application would be eligible: www.eastdevon.gov.uk/council-and-democracy/council-business/poverty-reduction-strategy/poverty-reduction-strategy-action-plan Action Plan: www.eastdevon.gov.uk/media/3723416/poverty-strategy-action-plan-v7.pdf

Just a few examples of what might be funded:

These are just examples and NOT a complete list. Please see out Poverty Strategy and Action Plan to see the full extent of what might be funded.

- Projects that tackle hidden poverty, those who are struggling but aren't currently seeking help.
- Providing recognised and qualified advice on budgeting, money and debt issues to residents.
- Helping people access support from the council and others to see if they are entitled to welfare benefits and other financial help and support.
- Supporting low income residents to access the internet and develop digital skills.
- Increasing the number of people volunteering for local voluntary and community groups within East Devon.
- Supporting residents experiencing economic hardship and poverty as a result of the economic impact of the coronavirus pandemic.
- Projects that seek to understand and address the causes of food poverty.
- Sustainable support to residents in fuel or water poverty, helping them to reduce their energy and water costs.
- Environmental improvement projects in our more deprived Wards such as Littleham in Exmouth and St Pauls in Honiton.
- Free events that celebrate diversity and promote community cohesion, in partnership with local equality and diversity organisations.
- Supporting young people in reaching their employment potential.
- Improving health outcomes for people on low incomes, including access to good diet, health care and ill health prevention.
- Advice and support for residents experiencing stress and anxiety due to low income and debt.

Who can apply

Applications are accepted from properly constituted and not-for-private-profit:

- Voluntary and community sector groups and organisations
- Parish Councils
- Charities
- Others such as Community Interest Companies

Or a combination of such groups working together.

You must have at least two unrelated signatories / trustees.

Applications from town councils are not eligible; Axminster Town Council, Budleigh Salterton Town Council, Cranbrook Town Council, Exmouth Town Council, Honiton Town Council, Seaton Town Council, Sidmouth Town Council.

Those applying must:

- Have the permission of all relevant organisations to carry out their project.
- Take responsibility for delivering their project.
- Be able to deliver their project.
- If relevant, commit to maintaining the project and keeping it going.
- Be willing to agree to and sign a legal grant agreement and relevant terms and conditions for the funding.

Although we will pay the grants upfront, we do require copies of invoices / receipts to be sent to us.

Whilst you may be applying for an individual project or group, it is always good to indicate in your application, whether you have involved the wider community or other local groups in the development of your idea.

What we can't fund

Generally speaking, the following will not be eligible:

- Projects where you haven't got at least 70% of any match funding for the whole activity / project in place already. You must also have a plan for how you will get any shortfall in funding.
- Projects where less than 50% of the total costs come from elsewhere.
- Ongoing costs including ongoing rent costs, ongoing salaries, costs for the day to day running of an organisation, unless this is during a transition phase with documented evidence of how the project will become sustainable post transition, or as part of a pilot project. This also includes repeated costs such as the costs of running an annual event, or replacing equipment that needs to be replaced every 6 months or so – unless it is making the project / activity sustainable this time.
- Projects that promote or support a particular politics, faith or belief (including repairs to buildings used solely or mainly for these activities).
- Individuals or projects that result in direct cash payments or awards to the end beneficiaries, or to ongoing staff salaries.
- Project sponsorship and fundraising events.
- Projects from purely commercial or for- "private-profit" organisations.
- Projects considered likely to create a new or displaced dependency on other public and voluntary services.
- Regular highways-related activity such as but not limited to grass cutting, ditch and drainage work or other associated 'lengthsman' duties and tasks.
- Projects benefitting one individual recipient, e.g. an individual carer.

- Projects where more than 25% of the people benefiting from the project live outside of East Devon.
- Animal welfare projects where the sole/majority of beneficiaries are animals (i.e. charity, rescue or therapy).
- Projects seeking a commitment to ongoing support.
- Projects that have already taken place.
- Projects where work has already started before we've confirmed you've been successful in your application.
- Organisations or groups that do not have a bank account in their name with at least two unrelated signatories and/or do not have a management committee comprising at least three unrelated members.
- Unsustainable projects. For example, projects that need to continue beyond the life of the funding but are unlikely to be able to.
- Projects working with vulnerable people where there isn't a Safeguarding Policy and appropriately trained staff / volunteers.
- Projects where planning permission is required but hasn't yet been given.
- Funds that are required to help pay off debts.
- Projects that directly benefit individuals or for profit organisations.
- Work that a statutory organisation has to do by law, for example Devon County Council, the Church or the NHS, unless this is over and above what they would ever provide.
- Projects that have a negative effect on one or more of the priorities listed in our Poverty Strategy.
- Projects / activities in schools unless you can clearly demonstrate that the project is additional to what has to be provided, and that it would not happen without external grant funding.
- Projects / activities that have already been funded by us. This could for example be through our Small Community Grants, Coronavirus Community Food Fund, Crowdfund East Devon.

How to apply

Applications can be submitted at any point up until the cut-off date of 30 September 2022. There may be a second closing date on 30 January 2022. However, the amount of available funding is limited, once it runs out we'll close to applications, this may mean the second closing date doesn't happen.

We expect this grants scheme to be highly competitive. Make sure you have read the guidance in full, clearly stated which parts of the Poverty Action Plan it works towards, and that you fill in your application with as much information as you feel is necessary for us to fully understand and appreciate your proposal.

To apply:

- Complete a Small Community Grants form online.
- If you need to receive a printed copy of the application form in the post to fill in and send back to us then email jbuckley@eastdevon.gov.uk or call 01395 517569.

In addition you can send more details about your idea/initiative to go along with your application e.g. pictures, photos, video and audio:

- By email to jbuckley@eastdevon.gov.uk
- By post to Jamie Buckley, Community Engagement and Funding, East Devon District Council, Blackdown House, Border Road, Heathpark Industrial Estate, Honiton, EX14 1EJ.

Please clearly state which application they go with.

If you would like to discuss your application or have any further questions about the grant scheme, please email jbuckley@eastdevon.gov.uk or call 01395 517569.

What happens after you've applied

Once we've received your application:

1. We will make sure your application is eligible and that we have all the information we need to make a decision. We may contact you with queries. If we don't have replies to our queries by the deadlines we give you we can't take your application to the next stage.
2. We will present your application and accompanying documents to Councillors on our Community Grants Panel in a meeting at the end of November 2022 for decision: <https://democracy.eastdevon.gov.uk/mgCommitteeDetails.aspx?ID=207>
3. We'll contact you after your application has been considered to let you know whether your application has been successful. We expect this to be within 8 weeks of the closing date.
4. We will send you a grant offer letter in the post, which you'll need to sign and send back to us.
5. Once you have spent the grant, send us invoices and receipts for the project / activity and we will make the grant payment.

What happens if you get a grant

If you are successful in getting funding for your idea/initiative, the grant will need to be spent within 12 months of you receiving it.

We will ask you for some feedback after 12 months. We may also share your application and your evaluation outcomes publicly, to promote the grant scheme.

We will require:

- A completed feedback form, including a minimum of 150 words of free text feedback, which we can use in our communications, publicity materials and on our website and social media channels.
- At least two photos and / or videos that illustrate the activity / project that you have permission to share with us and permission for us to use on social media, send out with a press release, put on our website etc.
- Copies of invoices and receipts for the whole activity / project.
- Any publicity you generate must clearly acknowledge the contribution we have made to the project.

Generic terms and conditions

- You must confirm on the application that your project meets the respective eligibility criteria.
- The grant can only be used for the purposes specified in the application.
- Project applicants must confirm the project serves communities within East Devon, with at least 75% of the people benefiting from the project living in that area.
- There is no automatic right to a grant, we will consider all applications and decide on the applications we wish to grant fund. We reserve the right not to make a funding offer to a project.

- Grants will be awarded where they are deemed to be most needed and where they would have the greatest, long-lasting impact and outcomes.
- Grants will be awarded on a one-off basis and applications for continuation of 'business as usual' will not be supported. Any grant relating to an application does not commit us to ongoing future funding.
- For successful projects, our funding will only be released following the submission of evidence that the remainder of the match funding has been secured from other sources.
- Applicants have to accept in writing before any grants can be released.
- After 3 months any unspent / uncommitted monies will be returned to us, in line with the relevant terms and conditions applying.
- An evaluation of how the funding has benefited the organisation / local community will be provided; in line with the relevant terms and conditions applying.
- Any grant-funded projects will clearly acknowledge, in any related publicity materials the Small Community Grants scheme as an East Devon District Council initiative.
- Grant-funded projects accept that East Devon District Council will issue publicity about projects and activities that it supports, so may use such projects within its publicity materials and as promotional case studies, and may wish the project to evaluate further its project work and outcomes. Publicity may include digital images, video and other content.
- Three months after receiving the grant, projects receiving a grant will conduct a project evaluation and forward it to us.
- This grant cannot be used to: benefit individuals directly, (e.g. ongoing salary costs or cash payments), or for private profit businesses, reverse public sector policy or provide services which are the statutory responsibility of public sector agencies, support political activities and/or projects where most or all beneficiaries are animals (i.e. charity, rescue or therapy), fund and commit to ongoing support.
- Regular Highways-related activity such as grass cutting, ditch and drainage work and any other associated 'lengthsman' duties, are not eligible for these funding schemes.
- Repayment of East Devon District Council grant funds may be required at our sole discretion if a funded project supplies false information, fails to spend the money in any allotted time period, fails to return evaluation materials within the agreed time period, becomes insolvent and / or there are any other breaches of the conditions or eligibility criteria.
- We may request additional information and assurances; requiring additional terms and conditions to apply and will require you to confirm in writing your acceptance of any additional terms and conditions before agreeing to provide East Devon District Council grant funding.

East Devon Action on Poverty Fund

Data Protection

Any personal information which you provide will be held and used by East Devon District Council for the purpose of your grant application. Your information will be held temporarily by SNAP Surveys Ltd who provide the software used for the application. Your information may also be shared within East Devon District Council for the purposes of carrying out our lawful functions. Otherwise your personal information will not be disclosed to anybody outside East Devon District Council without your permission, unless there is a lawful reason to do so, for example disclosure is necessary for crime prevention or detection purposes. Your information will be held securely and will not be retained for any longer than is necessary. There are a number of rights available to you in relation to our use of your personal information, depending on the reason for processing.

Further detail about our use of your personal information can be found in the relevant Privacy Notices which can be accessed online: <http://eastdevon.gov.uk/privacy>

SNAP Surveys Ltd Privacy Policy: <https://www.snapsurveys.com/survey-software/privacy-policy-uk>

Confirmations

1. Please select the box below to confirm that you've read and understood the online guidance, terms and conditions for our East Devon Action on Poverty scheme and agree to abide by all the requirements, terms and conditions of the grant. You won't be able to fill in the application form without confirming this. You can read it all on our website: eastdevon.gov.uk/grants-and-funding/grants-available-from-us/small-community-grants

2. Please select the box below to indicate that you have understood that East Devon District Council is subject to Freedom of Information legislation. Unless your information is classed as confidential or protected under data protection legislation and policies it will be made public. This will be in the form of the agenda and minutes of the decision making meeting and to fit in with any other Freedom of Information requests. If any information you have given is exempt from disclosure under the Freedom of Information Act, it may be redacted before the remainder is published.

Find out more here: <http://eastdevon.gov.uk/access-to-information/freedom-of-information/>

A. Checklist

3. If you answer 'No' to any of the following questions you are not eligible for this funding:

	Yes	No	Doe s not appl y
Do less than 25% of the beneficiaries of your project live outside East Devon?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Are you a properly constituted not for private profit organisation?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
---	-----------------------	-----------------------	-----------------------

Is your project not for ongoing costs?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
--	-----------------------	-----------------------	-----------------------

Does your organisation have its own separate bank account with a minimum of two unrelated signatories?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
--	-----------------------	-----------------------	-----------------------

Are you applying for a maximum of 50% of the total costs of your project?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
---	-----------------------	-----------------------	-----------------------

Do you have at least 70% of your match funding (funding from other sources) in place?	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
---	-----------------------	-----------------------	-----------------------

Does your project meet one or more of the aims of our Poverty Strategy and Action Plan: Poverty Strategy: <https://eastdevon.gov.uk/council-and-democracy/council-business/poverty-reduction-strategy/about-the-poverty-reduction-strategy/>

Are you applying to us for funding of between £500 and £5,000?

Do you have one written quotation if the total cost of your project is under £5,000, three written quotes (if possible) if it is between £5,000 and £100,000, or five written quotes (if possible) if it is over £100,000?

Would any grant money awarded be able to be spent and claimed within 12 months of receiving a grant offer letter in December 2022?

If your project is working with vulnerable people do you have a Safeguarding Policy and appropriately trained staff/volunteers?

Has your project previously not had any funding from East Devon District Council? For example from Crowdfund East Devon, our Coronavirus Community Food Fund, or our Small Community Grants.

B. About your organisation

4. The name of your organisation:

5. Is your not for private profit organisation:

- A parish council
- A properly constituted voluntary or community group with a constitution and your own separate bank account, with a minimum of two unrelated signatories
- A Charity registered with the Charities Commission
- A Community Interest Company registered with Companies House
- Other properly constituted and not for private profit organisation, please describe below:

6. Your position within the organisation:

7. Postal address of your organisation:

8. Email address of your organisation:

9. Web address of your organisations website (if you have one):

10. Bank account or building society details for your organisation:

Please include the account name as shown, account number and sort code.

We're asking for this information so that if you're successful we can pay you the grant by BACS.

C. About you

11. Your name:

12. Your email address, if different to the email address of your organisation above:

D. About your project

13. Describe the project, item or activity for which the funding will be used:

This must be a minimum of 100 words, if it is not, your application will be returned to you.

Please send any pictures, quotes, photos and videos by email to jbuckley@eastdevon.gov.uk or by post to Jamie Buckley, Community Engagement and Funding, East Devon District Council, Blackdown House, Border Road, Heathpark Industrial Estate, Honiton, EX14 1EJ.

14. Why do you want to carry out this project and what difference will it make? How do you know this is needed? Who and how have you consulted?

This must be a minimum of 100 words, if it is not, your application will be returned to you.

15. How will your project, item or activity help meet the aims of our Poverty Strategy?

Write in all of the specific actions / aims from the wording of the Strategy and / or Action Plan that are relevant to your project / activity, and tell us how your project / activity helps meet those aims. If your answer does not contain this information, your application will be returned to you.

Poverty Strategy: <https://eastdevon.gov.uk/council-and-democracy/council-business/poverty-reduction-strategy/about-the-poverty-reduction-strategy/>

16. If your application was successful, when do you think you would:

Please bear in mind that decisions will not be made until the end of November 2022

Start work on the project /
item / activity:

Spend the East Devon
Action on Poverty grant:
This must be within 12
months of finding out you
have been successful in
your application.

E. The costs of your project

17. Every project needs to include a written quotation from at least one contractor / supplier / provider. If the total cost of the project / activity is under £5,000 you must provide one written quotation. If the total cost of the project is over £5,000 but less than £100,000 you must get a minimum of three written quotations, or detail why this is not possible e.g. only one supplier that can do the project. If your project costs are over £100,000 you must provide five written quotations, or detail why this isn't possible. Have you done this and included it as part of your application?

Please note that this is for the total cost of your project, and not based on the amount you are applying for from us. If you are purchasing items, the quotations could be copies of websites where you can purchase the items, detailing quality and cost.

- Yes - please detail as part of question 18 and send written quote(s) by email to jbuckley@eastdevon.gov.uk or by post to Jamie Buckley, Community Engagement and Funding, East Devon District Council, Blackdown House, Border Road, Heathpark Industrial Estate, Honiton, EX14 1EJ.
- No - you need to do this before submitting your application

18. Please tell us about the costs and funding for your project:

Total cost of project / item / activity:

Please tell us how you've arrived at this cost:

Amount of money you are applying for from our Action on Poverty Fund:
This must be between £500 and £5,000.

19. Match funding

50% of the funding for your project must come from elsewhere, and you should have at least 70% of your match funding confirmed before applying to us. Tell us about:

any contribution from your organisation, and how it has been raised:

confirmed funding from other grants providers: Please tell us the amounts, name of the grant and name of the funding provider.

any grants you have applied for from other grants providers but have not yet had decisions on: Please tell us the amounts, name of the grant and name of the funding provider.

what money you have left to raise (shortfall), if any, and how you intend to raise it:

F. Terms and conditions

I confirm that:

- I am authorised to sign on behalf of the above named organisation and that any funding will not benefit any individual or private business and will only be used for the purposes specified;
- This East Devon Action on Poverty grant will be used for the purpose outlined in the application form, by the deadline specified and any unspent / uncommitted monies will be returned to East Devon District Council promptly.
- That I / we will provide East Devon District Council with a statement of how the funding has benefited the organisation / local community, and copies of invoices / receipts for the expenditure of the grant amount. Please see the guidance for details of what we require.
- That I / we acknowledge and understand that approval of any grant relating to this application does not commit the council to ongoing funding.
- I / we agree to all other terms, conditions and requirements of the funding.

Name:

Date:

Thanks for your application. Please click on the 'submit' button below to send it to us.