

Weston-super-Mare Town Council

Grant Applications for Small and Voluntary Organisations

Process for Grant Applications

1. The Community Services Committee, at which applications are discussed, normally will consider grant applications three times in any financial year.
2. Applications may be made by post or online using the form on the Town Council's website
3. Applications which are not received at least three weeks prior to an appropriate meeting may not be considered.
4. There is no upper or lower figure set for the amount of any grant aid, but generally they will be restricted to a maximum of £1,000.
5. The organisation will receive notice of the outcome of their application within three weeks of the meeting having taken place.
6. The Council reserves the right to request further information before making a decision

Eligibility for Grant

7. To be eligible for grant aid the applicant organisation must be a charity or non-profit making body and must be one that is in some way benefits the local community
8. Applications will not be accepted from:
 - a. Bodies which are companies limited by shares or limited liability partnerships.
 - b. Local authorities and bodies owned or controlled by them;
 - c. Religious organisations – unless the application clearly demonstrates benefit to the wider community irrespective of religious affiliation
 - d. Political organisations – unless the application clearly demonstrates benefit to the wider community irrespective of political affiliation
 - e. Individuals seeking financial backing
9. Applications will not be considered from "upward funders", i.e. local groups whose fundraising is sent to the central headquarters for redistribution.
10. Applications will not be considered from groups whose purpose is to redistribute funds as grants to or sponsorship of other organisations or individuals.
11. Grants will not be made retrospectively.

Content of Grant Applications

12. The organisation applying must submit a trading account and balance sheet for the last financial year, including existing bank/building society statements.
13. Organisations just starting up must submit basic financial information to the satisfaction of the Town Council.
14. The organisation should give a clear justification of why it needs grant aid.
15. Applications must include an indication of what percentage or number of members/ beneficiaries are residents of Weston-super-Mare.
16. The organisation must supply evidence of any application made (whether granted or not) for financial backing from other sources and of the outcome.

Criteria for Determination of Grant Applications

17. All applications which meet the eligibility and content requirements will be decided by elected members of the Council using their discretion, taking into account the following criteria:

- a) Is the organisation one either based in the civil parish of Weston-super-Mare (including Worle and Uphill) or serving a significant proportion of residents of the town?
- b) What benefit does it provide to the town and its inhabitants?
- c) Would there be a significant adverse effect on the town if the applicants were unable to continue or were hampered by lack of funds?
- d) How much resource does the organisation have in total, and how much money is in its balance sheet/bank balance?
- e) Is there a more appropriate source of funding the organisation should be directed to, thus relieving the demand on the Town Council's resources?
- f) Have other sources of funding been secured or are they being sought for the project?
- g) Has the organisation received similar grant funding in recent years?
- h) Is the organisation a new start up?
- i) Is the application for grant to cover salaries or staff costs?

Conditions of grants awarded

- 18. The Town Council will request a receipt from the organisation for any donation received.
- 19. The organisation must on request provide feedback on the outcome of any venture grant aided by the Town Council.
- 20. In the event of a project/scheme/venture not preceding the donation should be returned to the Town Council for redistribution to another organisation.
- 21. Recognition of the Town Council's support must be given on all printed and electronic material produced by the organisation.
- 22. If requested, the organisation must be able to provide receipts, invoices and other evidence to the Town Council of how the donation was actually spent.
- 23. If the grant is £1,000 or above then a report must be submitted to the Town Council following the use of the funds.

Malcolm L Nicholson
Town Clerk
22nd June 2018

Grant Application Scoring Matrix - Community Services Committee

Name of Applicant	Weston Carnival		
Amount Requested	£2,000		
Date Received	13/06/2019		
Type of Grant	Small & Voluntary		
Previously Awarded Funding	No	Yes	Dates / Amounts

Grant Eligibility - Scoring Summary

	CRITERIA		
	YES	Unclear	NO
The organisation / company is NOT limited by shares or limited liability partnership	yes		
The organisation / company is NOT a Local Authority or body owned or controlled by them	yes		
The organisation / company is NOT a Political Organisation - unless clear demonstration of benefit to wider community	yes		
The application is NOT a individual seeking Financial funding	yes		
The organisation / company is NOT 'Upward Funders' ie local groups who fundraising is sent for central distribution	yes		
The organisation / company is NOT a 'Group Fundraiser who distribute funds as grants or sponsorship of other organisations or individuals	yes		
The application is NOT for requesting a grants payment retrospectively at time of meeting	yes		
Is the organisation a Charity or Non Profit Making Body that benefits the local community	yes		
The organisation has submitted a trading account and balance sheet for the last financial year	Yes		
The organisation has submitted bank / building society statements			no
The organisation has provided clear justification why it needs grant aid	yes		
Application provides indication of percentage number of beneficiaries are residents to WSM	yes		
The organisation has provided evidence of any other financial backing from other sources & the outcome	yes		
Is the organisation based in the parish of WSM (including Worle & Uphill) or serving a significant amount of residents	yes		
Is the organisation is NOT New Start up *	yes		
The application is NOT for a grant to cover salaries or staff costs	yes		
Scoring TOTAL			15 0 1

Additional Information

The application is for a New Start Up *

Bank / Balance Sheet Balance

YES NO

£1,329.00 31.03.18

Is the a more appropriate source of funding the organisation should be direct to / Who?

Purpose of Grant

To help put on the event due to funding being removed from NSC.
Costs include Insurance and Road closures.

What Benefit does it provide to the town?

The Carnival is a annual event which takes places on one night in November in Weston super Mare. It is believed that between 60,000 and 100,000 people attend of which 40% are believed to be from Weston. Weston Carnival LTD are trying for a grant from the Lottery this year due to funding being stopped from NSC.

Grant Application Scoring Matrix - Community Services Committee

Name of Applicant	Locking Park FC U11s			
Amount Requested	£500			
Date Received	17.05.19			
Type of Grant	Small Voluntary			
Previously Awarded Funding	No	Yes	Date	Amount

Grant Eligibility - Scoring Summary

	YES	Unclear	NO
The organisation / company is NOT limited by shares or limited liability partnership	YES		
The organisation / company is NOT a Local Authority or body owned or controlled by them	YES		
The organisation / company is NOT a Political Organisation - unless clear demonstration of benefit to wider community	YES		
The application is NOT a individual seeking Financial funding	YES		
The organisation / company is NOT 'Upward Funders' ie local groups who fundraising is sent for central distribution	YES		
The organisation / company is NOT a 'Group Fundraiser who distribute funds as grants or sponsorship of other organisations or individuals	YES		
The application is NOT for requesting a grants payment retrospectively at time of meeting	YES		
Is the organisation a Charity or Non Profit Making Body that benefits the local community	YES		
The organisation has submitted a trading account and balance sheet for the last financial year	YES		
The organisation has submitted bank / building society statements			NO
The organisation has provided clear justification why it needs grant aid	YES		
Application provides indication of percentage number of beneficiaries are residents to WSM	YES		
The organisation has provided evidence of any other financial backing from other sources & the outcome	YES		
Is the organisation based in the parish of WSM (including Worle & Uphill) or serving a significant amount of residents	YES		
Is the organisation is NOT New Start up *			NO
The application is NOT for a grant to cover salaries or staff costs	YES		
Scoring TOTAL			
	14	0	2

Additional Information

The application is for a New Start Up *

Bank / Balance Sheet Balance

Is the a more appropriate source of funding the organisation should be direct to / Who?

Purpose of Grant

Start up funds for training equipment such as balls, bibs, cones and fitness equipment.

What Benefit does it provide to the town?

Initially 30 children from the local area will be entered into the local Woodspring Junior League. The under 11s is the first step in creating a progressive and positive youth football club for all age groups in the local area. It is a way to get kids active, and in turn teach discipline around the game.

Grant Application Scoring Matrix - Community Services Committee

Name of Applicant		Diability Information and Advice Line (DIAL)			
Amount Requested	£500				
Date Received	27.03.19				
Type of Grant	Small & Voluntary				
Previously Awarded Funding	No	Yes	Dates / Amounts	Several years ago	

Grant Eligibility - Scoring Summary		CRITERIA		Additional Information	
		YES	Unclear	NO	
The organisation / company is NOT limited by shares or limited liability partnership		YES			<p>The application is for a New Start Up *</p> <p>Bank / Balance Sheet Balance £9,888.00</p> <p>Is the a more appropriate source of funding the organisation should be direct to / Who?</p> <p>Purpose of Grant</p> <p>To help continue the unique service that is provided to combat poverty and isolation amongst people with disabilities.</p> <p>Out if the approximate 600 members that DIAL help, 70% are from Weston-super-Mare with a further 30% from surrounding areas such as Congresbury. DIAL assist with complex Welfare Rights Applications and also provide information and advice on all subjects such as access, education, employment and blue badge etc.</p>
The organisation / company is NOT a Local Authority or body owned or controlled by them		YES			
The organisation / company is NOT a Political Organisation - unless clear demonstration of benefit to wider community		YES			
The application is NOT a individual seeking Financial funding		YES			
The organisation / company is NOT 'Upward Funders' ie local groups who fundraising is sent for central distribution		YES			
The organisation / company is NOT a 'Group Fundraiser who distribute funds as grants or sponsorship of other organisations or individuals		YES			
The application is NOT for requesting a grants payment retrospectively at time of meeting		YES			
Is the organisation a Charity or Non Profit Making Body that benefits the local community		YES			
The organisation has submitted a trading account and balance sheet for the last financial year		YES			
The organisation has submitted bank / building society statements		YES			
The organisation has provided clear justification why it needs grant aid		YES			
Application provides indication of percentage number of beneficiaries are residents to WSM		YES			
The organisation has provided evidence of any other financial backing from other sources & the outcome		YES			
Is the organisation based in the parish of WSM (including Worle & Uphill) or serving a significant amount of residents		YES			
Is the organisation is NOT New Start up *		YES			
The application is NOT for a grant to cover salaries or staff costs		YES			
Scoring TOTAL		16	0	0	

Grant Application Scoring Matrix - Community Services Committee

Name of Applicant	Skate Club Locking Castle		
Amount Requested	£1,600		
Date Received	20.06.19		
Type of Grant	Small Voluntary		
Previously Awarded Funding	No	Yes	Date/Amount

Grant Eligibility - Scoring Summary

	CRITERIA	YES	Unclear	NO
The organisation / company is NOT limited by shares or limited liability partnership		yes		
The organisation / company is NOT a Local Authority or body owned or controlled by them		yes		
The organisation / company is NOT a Political Organisation - unless clear demonstration of benefit to wider community		yes		
The application is NOT a individual seeking Financial funding		yes		
The organisation / company is NOT 'Upward Funders' ie local groups who fundraising is sent for central distribution		yes		
The organisation / company is NOT a 'Group Fundraiser who distribute funds as grants or sponsorship of other organisations or individuals		yes		
The application is NOT for requesting a grants payment retrospectively at time of meeting		yes		
Is the organisation a Charity or Non Profit Making Body that benefits the local community		yes		
The organisation has submitted a trading account and balance sheet for the last financial year		yes		
The organisation has submitted bank / building society statements				no
The organisation has provided clear justification why it needs grant aid		yes		
Application provides indication of percentage number of beneficiaries are residents to WSM		yes		
The organisation has provided evidence of any other financial backing from other sources & the outcome		yes		
Is the organisation based in the parish of WSM (including Worle & Uphill) or serving a significant amount of residents		yes		
Is the organisation is NOT 'New Start up' *		yes		
The application is NOT for a grant to cover salaries or staff costs		yes		

Scoring TOTAL

15	0	1
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Additional Information

The application is for a New Start Up *	YES	NO
Bank / Balance Sheet Balance	£45,292.00	
Is the a more appropriate source of funding the organisation should be direct to / Who?		
Purpose of Grant		
What Benefit does it provide to the town?		
Towards the cost of weekly youth provision, equipment and overheads such as publicity.		

<p>Around 50 young people attend Skate Club every Wednesday evening, staffed by 3 paid Youth and childrens workers. The purpose is to provide a safe environment for children and young people aged 7-19 years to learn to skate using the facilities at the campus.</p>
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Grant Application Scoring Matrix - Community Services Committee

Name of Applicant	Lifeskills		
Amount Requested	£1,000		
Date Received	07.06.19		
Type of Grant	Small Voluntary		
Previously Awarded Funding	No	Yes	Date / Amount

Grant Eligibility - Scoring Summary

	CRITERIA			Additional Information
	YES	Unclear	NO	
The organisation / company is NOT limited by shares or limited liability partnership	YES			<p>The application is for a New Start Up *</p> <p>Bank / Balance Sheet Balance</p> <p>128,818 @ 31.03.18</p> <p>Is the a more appropriate source of funding the organisation should be direct to / Who?</p> <p>Purpose of Grant</p> <p>Contribution towards the costs of children from 19 WSM Primary schools visiting the centre in 19/20 which is not covered by entry fees.</p> <p>19 Primary Schools from Weston-super-Mare (920 children) are booked in to visit the centre throughout 19/20. The programme is aimed at 10-11 year olds to help them recognise risks, increase confidence and become more independent in their daily lives. The centre is an interactive village, complete with a road, shops and houses where visitors learn vital skills by experiencing difficult or dangerous situations such as crossing busy roads, making healthy eating choices in the co-op shop, dealing with a dangerous situation down a dark alley, water safety and a house fire.</p>
The organisation / company is NOT a Local Authority or body owned or controlled by them	YES			
The organisation / company is NOT a Political Organisation - unless clear demonstration of benefit to wider community	YES			
The application is NOT a individual seeking Financial funding	YES			
The organisation / company is NOT 'Upward Funders' ie local groups who fundraising is sent for central distribution	YES			
The organisation / company is NOT a 'Group Fundraiser who distribute funds as grants or sponsorship of other organisations or individuals	YES			
The application is NOT for requesting a grants payment retrospectively at time of meeting	YES			
Is the organisation a Charity or Non Profit Making Body that benefits the local community	YES			
The organisation has submitted a trading account and balance sheet for the last financial year	YES			
The organisation has submitted bank / building society statements			NO	
The organisation has provided clear justification why it needs grant aid	YES			
Application provides indication of percentage number of beneficiaries are residents to WSM	YES			
The organisation has provided evidence of any other financial backing from other sources & the outcome	YES			
Is the organisation based in the parish of WSM (including Worle & Uphill) or serving a significant amount of residents			NO	
Is the organisation is NOT New Start up *	YES			
The application is NOT for a grant to cover salaries or staff costs	YES			
Scoring TOTAL				14 0 2

Grant Application Scoring Matrix - Community Services Committee

Name of Applicant	The Dairy Festival		
Amount Requested	£1,000		
Date Received	13/06/2019		
Type of Grant	Small & Voluntary		
Previously Awarded Funding	Yes	Dates / Amounts	

Grant Eligibility - Scoring Summary

	YES	Unclear	NO
The organisation / company is NOT limited by shares or limited liability partnership	yes		
The organisation / company is NOT a Local Authority or body owned or controlled by them	yes		
The organisation / company is NOT a Political Organisation - unless clear demonstration of benefit to wider community	yes		
The application is NOT a individual seeking Financial Funding	yes		
The organisation / company is NOT 'Upward Funders' ie local groups who fundraising is sent for central distribution	yes		
The organisation / company is NOT a 'Group Fundraiser' who distribute funds as grants or sponsorship of other organisations or individuals	yes		
The application is NOT for requesting a grants payment retrospectively at time of meeting	yes		
Is the organisation a Charity or Non Profit Making Body that benefits the local community	yes		
The organisation has submitted a trading account and balance sheet for the last financial year			no
The organisation has submitted bank / building society statements			no
The organisation has provided clear justification why it needs grant aid	yes		
Application provides indication of percentage number of beneficiaries are residents to WSM	yes		
The organisation has provided evidence of any other financial backing from other sources & the outcome	yes		
Is the organisation based in the parish of WSM (including Worle & Uphill) or serving a significant amount of residents	yes		
Is the organisation is NOT New Start up *	yes		
The application is NOT for a grant to cover salaries or staff costs	yes		

CRITERIA

Additional Information

The application is for a New Start Up *

YES NO

Bank / Balance Sheet Balance

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Is the a more appropriate source of funding the organisation should be direct to / Who?

Purpose of Grant

What Benefit does it provide to the town?

To help towards costs of The Dairy Festival including Marquees, Entertainment and security.

"Great event for Children to discover where Milk, Eggs, Cheese and Butter comes from." The festival is expected to see over 60,000 visitors over the 4 days in which 50% are likely to be from Weston.

Scoring TOTAL

0 0 2

*The form has stated new starter but the Dairy Festival has been done before and therefore considered a re-start

4070/480

[illegible]