

Roger Stott Community Grants – Guidance Notes

Version 2.3



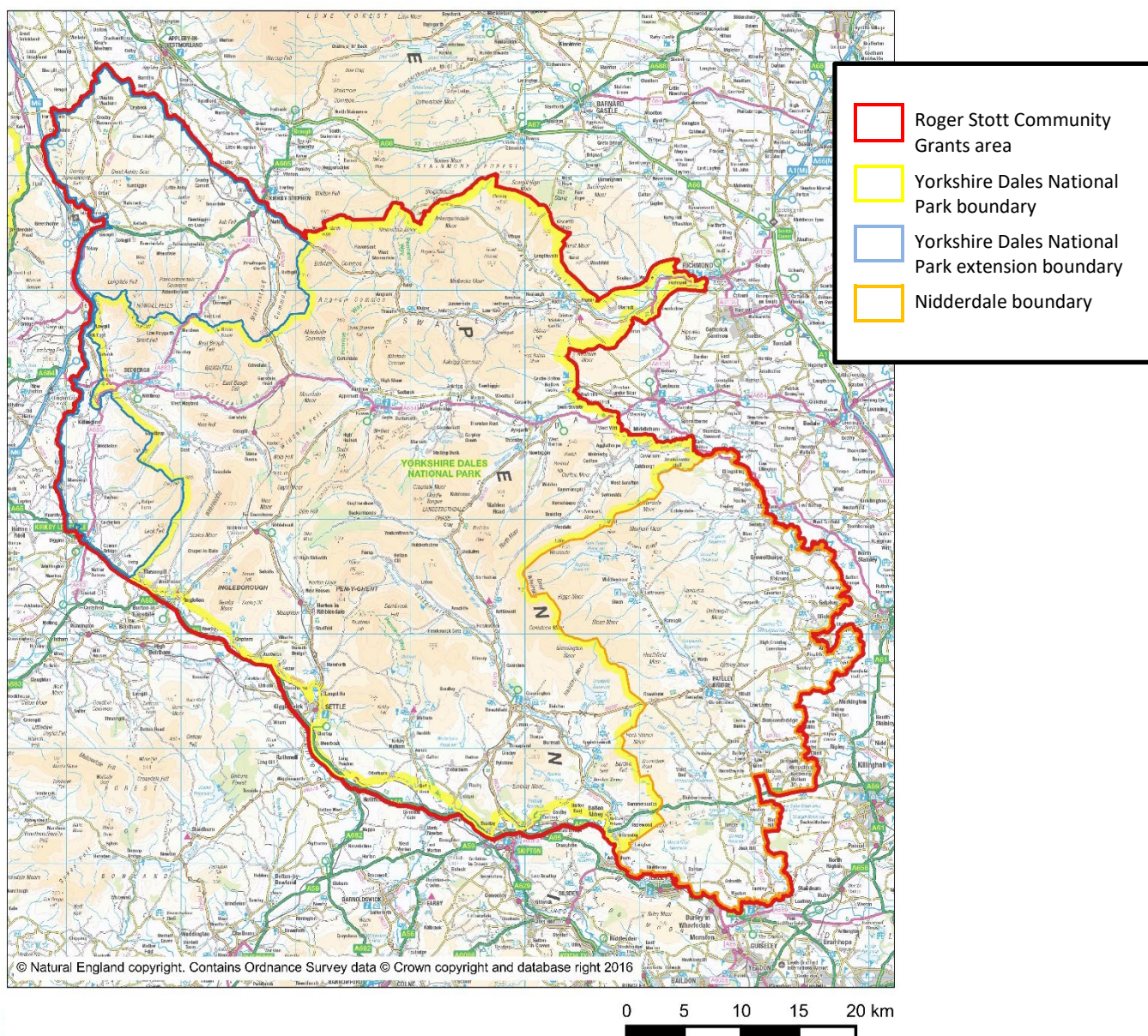
Roger Stott Community Grants – Guidance Notes

Aims and objectives of Roger Stott Community Grants

The grants are intended to fund and support small, mostly rural voluntary and community groups or organisations (grassroots groups). This enables grassroots groups to continue or expand their work providing advocacy, a community voice and / or service provision for local people.

Are you in the eligible project area?

Broadly speaking, the area is the Yorkshire Dales National Park (including the new 2016 extension area), Nidderdale Area of Natural Beauty plus the smaller communities bounded by the A65 to the south of the National Park boundary.



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Registered Charity No. 1061687 | Company Limited by guarantee | Registered in England No. 3236813

Are you an eligible applicant?

You must:

- Be a voluntary or community group, active in the local community for at least 12 months.
 - Have an income of less than £30,000 per year (averaged over the last 3 years). Income is defined as all monies received including grants, subscriptions, and donations.
 - Have a bank account requiring two unrelated people to authorise cheques and make withdrawals.
 - Have a constitution, governing document or set of rules for conducting the business of the group in place (if not, help may be available to create one).
 - Have at least three members on a governing body/ management committee.
 - Not have already received a grant from the Roger Stott Community Grants Fund in the 12 months previous.
 - Be undertaking a project in the eligible area.
 - Be willing to allow future monitoring and publicity of the project by Yorkshire Dales Millennium Trust.
- If your project is accepted, you will be expected to provide evidence of how the grant monies have been spent in a timely manner and repay any underspend.

What can you spend your Roger Stott Community Grants on?

Roger Stott Community Grants are intended to respond to the diverse needs of community groups. We want to help build community resilience and allow Dales communities to survive and thrive, for example boosting community owned assets, establish or strengthen locally produced food supply or strengthen the sense of community by tackling rural isolation.

The grants will be between £250 and £2,000 and can have a wide range of uses.

These could include revenue items such as staff costs, events, meetings, workshops, a contribution to rent payments, training courses or conference attendance fees, training for volunteers, activities that meet an identified need in the local community, funding to support a group to achieve a quality or other standard relevant to their activities; or capital items such as computers, ovens, furniture, play equipment, materials, and resources for events/activities. Climate focused and sustainability projects would also be welcomed.

One-off applications for IT provision such as Zoom licences for groups would be considered but not on a yearly subscription basis.

We would welcome applications for heritage features such as fountains, village stocks and other historic features where a benefit to the people and community is strong.

We would also consider being part of a bigger project but in this scenario, we would want to fund a discrete part of the project and not just be part of general fundraising appeal. There is no match funding requirement; you can apply for 100% of the total project cost. Once successful, we would not normally consider a further application for another grant from an organisation.

Roger Stott Community Grants will not be able to fund the following:

- Statutory organisations, such as local authorities, parish councils, schools, and the police force. Also, projects that duplicate or replace existing services or facilities that should be a statutory responsibility. *NB: PTAs are eligible applicants however the project **must** be for extra-curricular provision, equipment, facilities etc.*
- Regional or local offices of a national organisation.
- Arm's length public sector organisations that are controlled wholly or in part by, for example, a local authority, a primary care trust or agencies of these.
- Any party-political activity.
- Religious activities that are accessible only to people of a particular faith.
- Commercial ventures.
- Retrospective funding i.e., any expenditure that has been incurred prior to the grant award date.
- Organisations that are for the sole benefit or relief of animals or plants. Roger Stott Community Grants are for the direct benefit of communities of people only. This does not preclude groups and organisations that work with animals and / or the environment to benefit people. The final judgement on this will be left to YDMT based on their knowledge of local needs, organisations, and priorities.
- Overseas holidays or trips.

Completing and Application

On confirming that you are eligible for a grant (please check with the project officer if you are unsure) please submit your application form and all relevant supporting documentation (see below).

If your application is for a grant of £500 or less:

1. Group's constitution or set of rules signed by current committee (if in place).
2. Copies of the group's last bank account statement.

If your application is for a grant of between £501 and £2,000:

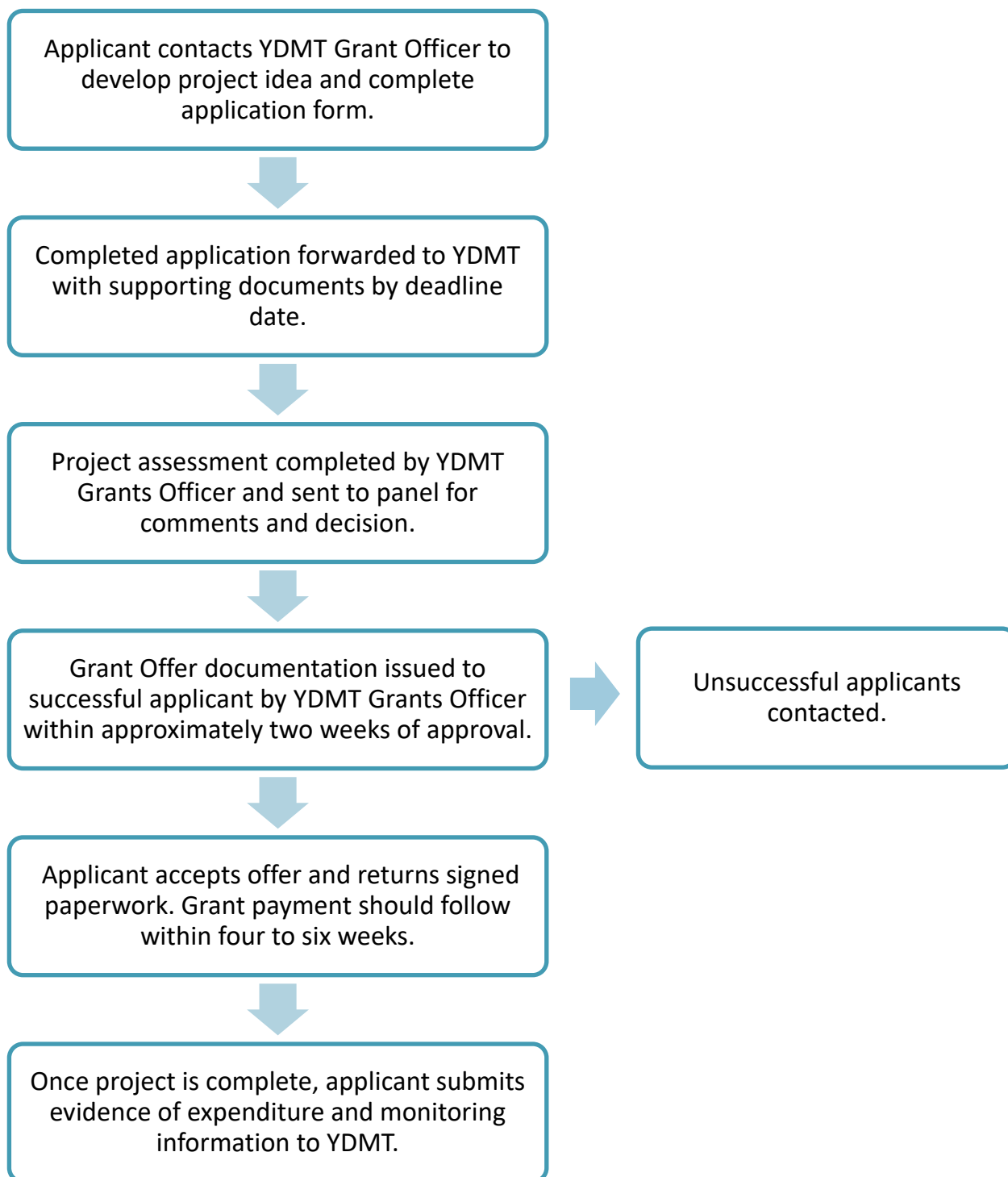
1. Group's constitution or set of rules signed by current committee (if in place).
2. Copies of the annual accounts for last 3 years (or projected accounts, if new group).
3. Copies of the group's last bank account statement.
4. Two quotes for capital items over £500.
5. An additional information sheet (including plans, photographs etc).
6. Any specific surveys or research work associated with the project (such as a parish plan, feasibility study or needs assessment) to show a need for the project.
7. Information about the group, such as promotional materials (leaflets, adverts, posters, press cuttings, etc.).

Please bear in mind that applicants are competing for limited funds so we are unable to support as many projects as we would like; when funds are limited first time applicants will be prioritised. All applications will be assessed quickly, and you will be contacted within approximately two weeks of the panel assessment meeting by one of our staff who will guide you through the rest of the process.

If your project is accepted, we *may* be able to help in a variety of ways for example, finding additional funding, providing advice on full cost recovery, or helping to manage your project management.

The application form, project area map and guidance notes are available electronically from ydmtd.org/what-we-do/community-grants

Roger Stott Community Grants – Process Flowchart



If you have any queries, please do not hesitate to contact the Roger Stott Community Grants Officer on 015242 51002 or email grants@ydmtd.org