

# DOVER BIG LOCAL PARTNERSHIP

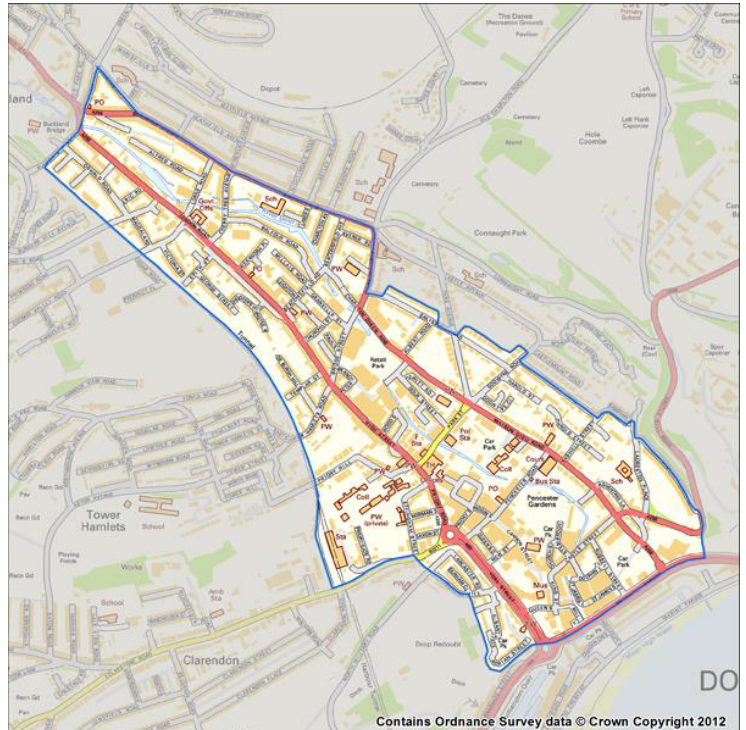
## Funding Guidance Notes

### Vision

The ambition of Dover Big Local is to use the funds available to create a safe and vibrant community where local people can acquire the right mix of skills and develop their talents to pursue their ambitions, making Dover an even better place to live, work and play.

### The Dover Big Local Area

The Dover Big Local area nestles in the River Dour valley and stretches from Buckland Bridge in the north to Townwall Street in the south. It is bounded by the railway line between Dover and Canterbury to the west and the bottom of the rise up towards the Castle, Connaught Park and Barton Road in the east. Details of the Dover Big Local plan and other useful information can be found at [www.doverbiglocal.org/](http://www.doverbiglocal.org/)



### Grants

Funding is open to anyone with a project idea that they can demonstrate will improve the lives of residents in the Dover Big Local area.

### Assessing applications

A grants panel will make funding decisions based on the perceived strength of each project, looking at the following areas:

- **Relevance** - how well the project or activity contributes to one or more of Dover Big Local's outcomes:
  1. Enabling communities to research local needs and identify appropriate actions in response to them.
  2. Support people in developing their skills and confidence, so that they continue to identify and respond to needs in the future.
  3. Work with local people to ensure projects are delivered will make a difference to the needs it prioritises.
  4. Support people in monitoring the results of projects and making this knowledge public
- **Evidence of need** – applicants will need to explain how they know what the level of need is.

## GUIDANCE NOTES – ALL GRANTS

- **Impact** – the extent of the changes to be delivered through the project, a combination of how many people benefit and by how much.
- **Value for Money** – is the project a cost effective means of achieving the desired results?
- **Sustainability** - is there a plan to allow the project to continue or development once the grant is exhausted?

### Eligibility

- Small groups or individuals may apply.
- All submissions should be made on the appropriate form, available via our website or directly from Linda or Trevor
- The proposed activity may take place anywhere provided direct benefit can be demonstrated for the Dover Big Local area e.g. creating jobs for people in the area.
- All projects should be open and accessible to as wide a range of people as practicable including those with '*protected characteristics*' by virtue of their age, disability, gender reassignment, same sex marriage or civil partnership, pregnancy or maternity, race, religion or belief, sex or sexual orientation.

### Exclusions

- Applications from individuals where they are the sole person to benefit.
- Activities that others have a statutory duty to provide; such as maintaining roads, rubbish collection or the provision of public services and utilities.

### Publicity

Grantees will be required to display the appropriate logo and acknowledgement of **Dover Big Local** Funding at all their activities and publicity materials.

### Full Terms and Conditions

These will be set out in the offer of grant letter which all grantees will be required to sign and return before any award can be paid.

There are two levels of grant funding with applications accepted at any time and assessments taking place at regular intervals.

**Community Chest** – a pot of £5000 per year has been set aside to offer small grants of up to £500. We can fund the full cost of these projects but a contribution from any other source is always welcome.

**Large Grants** – for grants from £500 to a maximum of £50,000. A minimum of 10% of the project cost should come from other sources.

### Additional support

## GUIDANCE NOTES – ALL GRANTS

You may be eligible for some mentoring support tailored to the needs of your group given the current capabilities, skills and history of your project leaders. For some, mentoring will not be necessary as such skills already exist. In this situation Dover Big Local can be first to invest in a project or fill a funding gap to match other investors.

The Dover Big Local Partnership is working with:

- “Funding for All”: a charity that mentors voluntary organisations and community groups across Kent in bid writing skills, funding strategy, business planning, tendering, legacies and developing budgets. ‘Funding for All’ can offer the skills and advice to organisations in Dover who need to raise funds to make some of their ambitious ideas a reality.
- “UnLtd”: a charity supporting local entrepreneurs. Dover Big Local has been accepted as one of 15 Big Local areas with which UnLtd will work closely during the next twelve months.

### Monitoring

You will meet with the Dover Big Local ‘Local Trusted Organisation’, EKVAS to agree the best way of monitoring your project or activity. This is likely to include the number and types of local people that you involve and evidence of how you spend the funds.

### Contacts

Please contact Linda Aldred or Trevor Skelton in the first instance to discuss your idea. They can advise you on the suitability of your project and can support in completing the form.

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