

Keith Community Council Micro-Grant Application Form

What are Micro-Grants?

Micro-grants aim to provide community benefits for local residents with speedy decisions. The micro-grants scheme can also support unconstituted groups and individuals.

How much is available?

The Keith Community Council Micro-grants scheme can make awards of up to £500 to an individual or £1,000 to a group (groups can be constituted or unconstituted). This money is made available by Zenobe Limited.

What can micro-grants be used for?

Your project or activity must fit at least one of the following 'charitable purposes' and provide benefit to the community that outweighs any 'private gain' to any individuals. So, for example, an individual who is a yoga instructor could receive a grant to cover the costs of putting on a free community yoga class in the village hall. But an individual yoga instructor couldn't get a grant because the main benefit would be to the yoga instructor, not the community.

Here's a list of charitable purposes that can be funded – most community projects fit at least one of these, but if you have any questions, get in touch. [

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|---|--|--|--|
| The provision of recreational facilities, or the organisation of recreational activities to improve the quality of life | | The relief of those in need by reason of age, ill-health, disability, financial hardship or other disadvantage | |
| The advancement of education | | The prevention or relief of poverty | |
| The advancement of public participation in sport | | The promotion of equality and diversity | |
| The saving of lives | | The advancement of environmental protection or improvement | |
| The advancement of citizenship or community development | | The advancement of human rights, conflict resolution or reconciliation | |
| The advancement of the arts, heritage, culture or science | | The advancement of animal welfare | |
| The advancement of health | | | |

What can't be funded?

Micro-grants cannot be used to support the following:

- The advancement of religion or party politics
- Activities that are the statutory responsibility of statutory authorities
- Projects benefiting primarily those residing outside the area of benefit
- Activities contrary to the interests of donor(s) of the funds which enable the micro-grants scheme

- Activities likely to bring the Community Council, Foundation Scotland or the donor(s) into disrepute
- Anti-renewable energy/windfarm activities
- Retrospective funding (i.e. paying for costs incurred before a decision on an application for support can be made)

Who makes the decisions?

Decisions are made by the Keith Community Council on a monthly basis. Awards made will be listed in the Keith Community Council minutes or posted to the Keith Community Council Facebook page

How do I apply?

Please fill in the form overleaf.

Make sure your application arrives with us one week before the meeting date to make sure it can be considered at the next meeting. Applications are considered on a rolling basis.

The Keith Community Council may contact you if anything in your application needs clarified.

When will I hear back?

You will hear back about your application within seven days after the meeting by phone or email/

What happens next?

If you are successful, you will also be asked

- Send a short report on how you used the grant from the Community Council Secretary
- Take a photo to share with the community and
- Keep your invoices or receipts as evidence of spending – some fund donors do spot checks on these.

Questions?

If you have any questions about this form please contact the Secretary of the Community Council.

KEITH COMMUNITY COUNCIL MICRO-GRANTS APPLICATION FORM

1. Contact Details:

| | |
|---------------------------------------|--|
| Name of group or individual applying: | |
| Main contact name (if a group): | |
| Address: | |
| Postcode: | |
| E-mail: | |
| Telephone: | |

| | |
|--|--|
| Alternative contact name (if a group): | |
| Address: | |
| Postcode: | |
| E-mail: | |
| Telephone: | |

1. About you / your group:

I am applying as (please tick one)

- An individual
- An un-constituted group
- A constituted group

2. Details of Micro-Grant Requested:

| | |
|--|--|
| Which Community Council are you applying to? | |
| What do you plan to do? | |
| How do you plan to do it? | |

| | |
|---|--|
| When do you plan to do it? | |
| Who will benefit? | |
| How much money are you requesting? (£) | |
| What will the micro-grant be used to pay for? (Please provide a breakdown of costs by item) | |
| Do you have any other funding in place for this project? | |

3. Declaration:

I certify that, to the best of my knowledge, the information contained in this application is correct, and that I am authorised to make the application on behalf of the above group/individual.

| | |
|-----------------------------|--|
| Name (please print): | |
| Signature: | |
| Date: | |

4. Submitting your application:

Please send your completed application, clearly marked "MICRO-GRANT APPLICATION", to:
Keith Community Council
Keithcommunitycouncil@gmail.com

Keith Community Council
St. Ronans
13 Regent Street
Keith
AB55 5DW.