

SBDC - Village Hall Grant Scheme	SBDC- Flagship Fund	MBDC - Capital Grant Aid Scheme	CBC - proposed Capital Grant Aid Scheme
<i>Blank cells indicate no comparable criteria/requirement</i>			
Max Grant Available			
£5,000	£2,000	£15,000	£10,000
Who can apply -			
Village Hall Management Committees within rural South Bedfordshire can apply for this grant. This includes Committees that run existing halls and those that are trying to build new halls.	The Flagship Fund Grant Scheme is designed for local Community Groups within the rural South Bedfordshire area.	Applications from voluntary groups and non profit-making organisations for capital projects that fall within the following categories - Health/Sport Arts and Cultural Projects Village Investment Partnership Programme (VIPPs) Community Projects Programme (CPPs)	Voluntary and community groups and non profit making organisations that are based within Central Bedfordshire can apply for capital grants

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<p>You can apply for a grant if your project meets at least one of the following conditions -</p>			
<p>Projects that will improve access for people with disabilities. Critical repairs to the building . Essential new equipment. New buildings. Technical and specialist services (eg surveyors, architects and feasibility studies</p>	<p>1). Has clear aims and objectives to actively involve local people. - projects / groups involving one or more socially excluded groups will be favoured (e.g. young people, old people, people with disabilities, ethnic minorities). 2). Increases the capacity of local people to identify issues and find community based solutions, and encourages wider participation in community based decision- making (empowerment). 3). Enables local groups and individuals of any age to develop and learn new skills.</p>	<p>Health/Sport - For capital projects that help to develop children’s playgroup activities, general sporting facilities or projects aimed at encouraging people to live healthier and more active lifestyles. Examples might be the improvement of sports facilities or the purchase of large items of sporting equipment. Amount of grant aid available: successful applications within this category will be awarded up to 25% of the total project cost. This is subject to a maximum award of £15,000.</p>	<p>Lifestyle Scheme -(Health, Sports, Arts and Cultural Projects) - This Lifestyle category is aimed at the development, promotion and/or awareness of cultural activities; projects that help to develop children’s playgroup activities; general sporting facilities and projects that encourage people to live healthier and more active life styles. Successful applicants within this category will be awarded up to 25% of the total project cost. This is subject to a maximum award of £10,000.</p>
	<p>4). Shares or promotes information to benefit local residents. 5). Improves community spirit and local identity. 6). Promotes a partnership approach between local groups and external agencies. 7). Improves the quality of life for local people, young and old, in terms of facilities and activities, ability to get involved in community life, environment or community safety.</p>	<p>Arts & Cultural Projects - This category is aimed at helping groups in the development, promotion and/or the awareness of dance, music, theatre, literature, choral and arts activities within Mid Bedfordshire. Amount of grant aid available: successful applications within this category will be awarded up to 25% of the total project cost. This is subject to a maximum award of £15,000</p>	

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		<p>Village Investment Partnership Programme (VIPPs) & Community Projects Programme (CPPs) - These categories are to encourage organisations, in co-operation with their Town/Parish Council or Parish Meeting, to help make their towns and villages safe and pleasant places in which to live. The VIPPs category is for towns/villages with a population of up to 2,500. The CPPs category is for towns/villages with a population of over 2,500. These projects should seek to benefit and/or provide greater access to community facilities, general amenities and the environment. Applications relating to projects concerned with the improvement of community safety are especially welcome. Amount of grant aid available: successful applications within this category will be awarded up to 50% of the total project cost. This is subject to a maximum award of £15,000.</p>	<p>General Community Projects This category encourages organisations, in cooperation with their Town and Parish Council or Parish Meeting, to help make their towns and villages safe and pleasant places in which to live. Successful applicants within this category will be awarded up to 50% of the total project cost. This is subject to a maximum award of £10,000.</p>

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Essential Criteria -			
	The group or project should impact on one or more of the rural parishes in the District.	Be based within Mid Bedfordshire or benefit a reasonable number of Mid Bedfordshire residents.	Be based within Central Bedfordshire or benefit a reasonable number of Central Bedfordshire residents
	The group activities and projects must be non-political.	Be non party political.	Be non party political
The Village Hall Management Committee should be a charitable organisation. The Village Hall must be freehold or under a long lease	The group has a constitution or set of rules. These must be dated and signed as 'adopted' by your Chair or other senior office holder on behalf of your group.	Be properly constituted where appropriate.	Have a constitution that presents no unreasonable membership restrictions
	Your constitution presents no unreasonable membership restrictions	Present no unreasonable membership restrictions.	
	The group has a bank or building account		Be properly constituted where appropriate and have a bank or building society account.
		Have a clear financial need.	Have a clear financial need
The application must clearly describe your project and demonstrate the need		Be able to demonstrate local community need and support.	Be able to demonstrate local community need and support.
Not received funding for the same project	Not received funding for the same project	Not have already obtained money from any other Mid Beds District Council funding source for the project being applied for.	Not have already obtained money from any other Central Bedfordshire Council funding source for the project being applied for.

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Other Considerations -			
We encourage you to contribute some funding (no set amount) if your Village Hall Management Committee can. If you are unable to contribute from your own funds please tell us why. Support will only be given where other sources of support are evident. This can include volunteer time ('match-funding' does not have to be financial).	Support will only be given to groups and projects where other sources of support are evident. This can include volunteer time ('match-funding' does not have to be financial).	All applicants must be able to demonstrate that they have applied to other funding sources in relation to the project prior to the submission of an application to this Authority. The Community & Voluntary Service – Mid & North Beds is able to offer advice regarding the availability of other funding sources.	All applicants must be able to demonstrate that they have applied to other funding sources in relation to the project prior to the submission of an application to this Authority. This can include volunteer time ('match-funding' does not have to be financial).
If your application is successful, we will ask you to publicise that South Bedfordshire District Council has financially supported your Village Hall in any publicity or written material that you produce.	We will ask you to acknowledge the District Council's support in any publicity connected to the specific project or activity the award is for by using the Council's logo on all publicity. We will also ask you to complete a monitoring feedback form explaining how the grant was spent and the difference having the grant has made to your group; the age range and ethnicity of people included in your project/event; plus any publicity material	Where grant aid is provided it is a condition that all publicity or promotional literature produced for or by the applicant will feature the fact that Mid Beds District Council has provided grant assistance. Where appropriate, a plaque or notice should be permanently displayed to acknowledge the support of Mid Beds District Council. This should be displayed in a prominent position and the Council is able to supply a plaque suitable for this purpose	Grant Aid awarded by Central Bedfordshire Council must be acknowledged and publicised at every opportunity
		Mid Beds District Council will look more favourably upon applications where the applicant has sought and obtained funding from the local Town or Parish Council in connection with the project.	The project has the support of the local Town or Parish Council. (The Council will look more favourably upon applications where funding from the local Town or Parish Council this has been sought and obtained in connection with the project.)

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	Groups can receive up to £2,000 in any 12 month period (£500 for a Parish Plan)	Only one 'live' grant aid award will be permitted per applicant and no more than two projects will be considered in any financial year.	Only one 'live' grant aid award will be permitted per applicant in any financial year.
You will also need to show -			
That your committee has a child protection policy if it works with or for children or young people. That all employees and volunteers working with children and young people have undergone checks by the Criminal Record Bureau (CRB) and deemed appropriate adults.	That your group has a child protection policy if it works with or for children or young people. That all employees and volunteers working with children and young people have undergone checks by the Criminal Record Bureau (CRB) and deemed appropriate adults.	All groups and organisations that are working with or for young people will be required to provide evidence that they are aware of and are complying with legal requirements regarding Child Protection. Such applicants will be required to confirm that all staff and volunteers working directly with children and young people have passed checks by the Criminal Records Bureau. Both Bedfordshire Rural Communities Charity and Community & Voluntary Service – Mid & North Beds can provide help with this.	That if they are working with or for young people, they have a Child Protection Policy and will be required to provide evidence that they are aware of and are complying with legal requirements regarding Child Protection. Such applicants will be required to confirm that all staff and volunteers working directly with children and young people have passed checks by the Criminal Records Bureau and are deemed appropriate adults.
That your committee has an Equal Opportunities Policy or follows equal opportunity procedures in relation to its management, service delivery and training provision and that the project is accessible to all sections of the community and should not exclude anyone for reasons of gender, race, age, nationality, ethnic origin, religion, disability, sexual orientation or political persuasion.	That your group has an Equal Opportunities Policy or follows equal opportunity procedures in relation to its management, service delivery and training provision and that the project is accessible to all sections of the community and should not exclude anyone for reasons of gender, race, age, nationality, ethnic origin, religion, disability, sexual orientation or political persuasion.	All applicants must confirm that the facilities and/or services that they provide are accessible to all, irrespective of gender, race, religious belief or disability.	That their group has an Equal Opportunities Policy or follows equal opportunity procedures in relation to its facilities, management, service delivery and training provision and that the project is accessible to all sections of the community and should not exclude anyone for reasons of gender, race, age, nationality, ethnic origin, religion, disability, sexual orientation or political persuasion.

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That your committee has an environmental policy. If it does not, we would expect your group to be aware of environmental issues and that your activity, project or event would not be detrimental to the environment.	That your group has an environmental policy. If it does not, we would expect your group to be aware of environmental issues and that your activity, project or event would not be detrimental to the environment.		That their group has an environmental policy. If it does not, we would expect the group to be aware of environmental issues and that the project would not be detrimental to the environment.
Projects that would not be eligible/ what we will not fund			
Funding for everyday running costs, funding for routine maintenance	General running costs	Projects that can be classed as general repairs and maintenance, e.g. painting, decorating or roof repairs, will not qualify for grant aid.	Projects that can be classed as general repairs and routine maintenance, e.g. painting, decorating or roof repairs
Acquisition or leasing of land	Loan repayments		Acquisition or leasing of land, loan repayments
	Activities promoting religious beliefs – but we will consider applications from groups who use places of worship as their meeting place or base		Churches or other religious establishments, however if there is evidence that there is substantial community use because there is no other suitable venue within the area then we will consider projects that help improve community usage
	School curriculum projects, however we will consider applications from groups who use school halls as their meeting place or base	Grant aid is not available to help support school building projects.	School based projects unless there is evidence of substantial community use because there are no other suitable venues available within the area
The application must be for a project, purchase or service that is yet to be carried out (grants can not be awarded retrospectively).	Grants retrospectively ie money already spent or committed	Grant aid will not be awarded retrospectively or where substantial funding gaps are evident.	Grant aid will not be awarded retrospectively or where substantial funding gaps are evident.

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Timescale			
Processed as and when received	Processed as and when received	Meetings are held four times per year to consider applications for grant aid. The deadline date for the return of completed application forms is not less than one month prior to the date of the meeting. Any application form received after this date will be referred to the following meeting	Meetings will be held four times per year to consider applications for grant aid. The deadline date for the return of completed application forms will be not less than one month prior to the date of the meeting. Any application form received after this date will be referred to the following meeting
All Applicants must also demonstrate to the Council's satisfaction that -			
		Their group has a clear and robust governance structure in place, which will remain throughout delivery of the project.	Their group has a clear and robust governance structure in place, which will remain throughout the delivery of the project.
		There is ongoing financial viability of any facility delivered following completion of the project.	There is ongoing financial viability of any facility delivered following completion of the project.
		They are aware of their responsibility to account accurately for the cost of the project and have the financial skills to do so	They are aware of their responsibility to account accurately for the cost of the project and have the financial skills to do so
		The project has the support of the local Town or Parish Council or provide satisfactory reasons why the project should proceed in the absence of such support	The project has the support of the local Town or Parish Council or provide satisfactory reasons why the project should proceed in the absence of such support

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If a grant is awarded for your project -			
	<p>We will ask you to sign a declaration form. (This form outlines the purpose for which the money is awarded and states you must only use the grant for the project you set out in the application form. If you are unable to do this, the amount awarded must be re-paid to South Bedfordshire District Council.)</p>	<p>Where an application is successful, MBDC will approve a grant aid award equal to a percentage of the estimated total project cost. Payment of the award can be made either upon completion of the project or in stages as the project progresses. The amount(s) paid will be in direct proportion to the percentage grant awarded and upon receipt of paid invoices. (i.e. if a 25% award is granted , 25% of the total paid invoice(s) submitted will be reimbursed until the full amount of the grant has been paid.)If total project costs prove to be less than the original estimate, the grant will be reduced proportionately. Should the project costs be greater, the grant will not be increased</p>	<p>Where an application is successful, the Council will approve a grant aid award equal to a percentage of the estimated total project cost. Payment of the award can be made either upon completion of the project or in stages as the project progresses. The amount(s) paid will be in direct proportion to the percentage grant awarded and upon receipt of paid invoices. (i.e. if a 25% award is granted , 25% of the total paid invoice(s) submitted will be reimbursed until the full amount of the grant has been paid.) If total project costs prove to be less than the original estimate, the grant will be reduced proportionately. Should the project costs be greater, the grant will not be increased</p>
		<p>At least one claim must be submitted within every twelve-month period following the date of the meeting at which the grant was approved. All claims must be submitted within three years of the approval date. Failure to satisfy this requirement may result in the grant award being withdrawn unless prior consent to extend the deadline has been obtained from Mid Beds District Council.</p>	<p>At least one claim must be submitted within every twelve-month period following the date of the meeting at which the grant was approved. All claims must be submitted within three years of the approval date. Failure to satisfy this requirement may result in the grant award being withdrawn unless prior consent to extend the deadline has been obtained from the Council.</p>

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		All successful applicants are required to submit a report within 12 months of the completion of the project detailing how well the project met the needs identified in the original application. Failure to satisfy this requirement may prejudice future applications to this Authority for grant aid.	All successful applicants will be required to submit a report within 12 months of the completion of the project detailing how well the project met the needs identified in the original application. Failure to satisfy this requirement may prejudice future applications to this Authority for grant aid.
		Monitoring visits may be undertaken by the Grants Officer to ensure that completed projects comply with the detail submitted in the original application. Customer Satisfaction survey forms will also be issued periodically and the completion and return of these will help the Authority to improve its grant aid service.	Monitoring visits may be undertaken by the Grants Officer to ensure that completed projects comply with the detail submitted in the original application. Customer Satisfaction survey forms will also be issued periodically and the completion and return of these will help the Authority to improve its grant aid service.
	Please note that the budget for the Flagship Fund has transferred to the Head of Housing Strategy & Community within the Sustainable Communities Directorate		