

WACO Small Grants Guidance

Westhoughton Active Communities Org is a community voluntary group who's aims and objectives is to support groups/causes/events/businesses and families in Westhoughton. We are able to offer small grants of up to **£500** for projects activities or events in Westhoughton to appropriate applicants.

To be eligible, you must:

- be either:
 - a constituted voluntary or community group
 - a registered charity
 - a local specific cause or event
 - or working towards one of the above.

- be based and/or of benefit to people living in Westhoughton

Priority will be given to organisations whose annual income is under £10,000

We are especially keen to support **projects or activities which benefit those most in need**. We expect this to include:

- people living in the poorest communities
- people with disabilities
- people whose opportunities are limited by other factors such as a lack of local facilities or activities or a lack of skills.

We hope most grants will be for ongoing costs of regular activities in Westhoughton. Applications for equipment or one-off activities will be considered if they demonstrate significant need or benefit.

We anticipate funded projects will help communities in one or more of the following ways:

- encouraging people to be more physically active, eat more healthily or reduce alcohol consumption.
- supporting people to have a better quality of life e.g. improved mental health or be less socially isolated.
- helping people to manage existing conditions and increase their independence.

- enabling people of all ages to develop new skills with the aim of increasing educational or employment opportunities
- supporting people to get involved in their local communities - enabling people to know and meet with others or be more active in their communities.
- supporting people to engage in positive activities to help prevent crime and anti social behaviour
- providing opportunities for young or old people to get together in a safe environment.
- reducing the impact of poverty.
- making public spaces and facilities cleaner, brighter and more useable.
- encouraging awareness of sustainable living (e.g. recycling, food growing, effective use of resources.)

Exclusions – Please note we do not give grants:

- Of more than £200 towards trips, outings, meals or parties.
- For activities of a political or exclusively religious nature
- To projects which will not benefit people living in Westhoughton
- To statutory organisations (including schools) or activities that duplicate statutory services
- To cover the cost of projects that take place or are paid for before a grant from us is confirmed
- For projects or trips abroad
- For deficit funding or repayment of loans, interest or fines
- To fundraise on behalf of another organisation
- For land or building projects where the applicant's ownership or lease is not already in place

If successful, you must spend your grant within 6 months.

All decisions on the allocation of grants are made by a trained panel of volunteer grant assessors.

Any group can only make one successful application to the fund between 1st November 2013 and 30th October 2014.

We expect funded groups to be able to provide the following supporting documents:

- 1) A constitution, or a clear statement of your aims and objectives, a dissolution statement that will ensure all assets are distributed to another non profit organisation should your group/ cause/event cease to exist and the signatures of at least 3 committee members to show agreement
- 2) A summary of the organisation's accounts from your last financial year. If your group is less than 12 months old, we will accept a written statement of all the income it has received so far.
- 3) If your project or activity involves regular activities with children or young people less than 18 years of age or vulnerable adults you must provide a safeguarding policy. This should include procedures for how to respond to concerns about the safety or welfare of a vulnerable person or concerns about the actions of a trustee, staff member or volunteer and also the name of a person in your group with appropriate training to deal with any concerns in your group regarding vulnerable people.

Please Note: When applying you only need to send the documents asked for on page five of the application. If your project is approved by our assessors, we will then ask you to supply necessary supporting documents. WACO can assist your group to get these in place. If your group does not have the required documents, you can contact us on 01942 790064 for further advice. We will accept applications from organisations that are working towards having these documents and policies in place.