

The Community Chest is a fund which has been made available by Barnby Dun Community Association (BDCA) to support and sustain new and developing community groups and organisations in the village of Barnby Dun. Grants are available up to a maximum value of £500 however, Barnby Dun Community Association Committee does have the discretion to award grants in excess of £500 in exceptional circumstances.

The following information sets out in more detail how to apply to the Community Chest.

Eligibility

The Barnby Dun Community Association will only consider applications from a group or organisations that –

- Is a voluntary or community group
- Is new or existing and based in Barnby Dun or have at least 50% of its membership made up of people living in Barby Dun.
- Has a project that follows the Charity Commission's guidelines to receive charitable funds.
- Is aware that the Community Chest can only award them one grant in any twelve-month period.

Who can apply for funding

The Barnby Dun Community Association will only consider applications from eligible groups or organisations if they have the following –

- A signed constitution or set of rules that shows that it is legally eligible to receive a grant and is entitled to run the planned project.
- This constitution must include an acceptable 'dissolution' clause that guarantees that all assets purchased by a grant from the Community Chest are retained for the benefit of the community group or organisation comes to an end or is 'dissolved'.
- A bank or building society account in the name of the group or organisation with the signatures of at least two members being needed for each cheque or payment.
- Signed annual accounts where they have been established for more than twelve months or a twelve-month cash-flow forecast if they are less than twelve months old and are presented and approved in line with Charity Commission guidelines and/or their constitution.
- All such above documents all have the same name.

Who cannot apply for funding

The following cannot apply for funding –

- Individuals
- Private businesses
- Statutory Bodies
- National organisations
- Parish Council

- Friends of groups or organisations where the end beneficiary will clearly be a statutory body.
- Ineligible applications

Grant applications not eligible for consideration

The following grant applications are not eligible for consideration by the Barnby Dun Community Association if –

- 50% or more of the project beneficiaries reside outside of Barnby Dun
- The applicant is entirely or mainly set up to promote religious or political beliefs
- The grant is to be used to fund an activity that is a statutory responsibility or a replacement for a statutory provision.
- The project will take more than four months to complete. The BDCA does have discretion to extend this in exceptional circumstances
- Any member(s) of the group or organisation will personally gain from the project

Post grant conditions

Any grant will only be granted if the following conditions will be met –

- You guarantee to meet our internal audit conditions by providing proof of spending for all items purchased by you using money from the grant.
- Such proof to be in the form of copies of invoices or receipts.
- Such copies to be supplied by the conclusion of the project or within four months of receipt of the grant, whichever is soonest.
- The grant will be used only to purchase items or services specifically listed in the grant application.
- Such purchases to be made within four months of the grant being made
- Unspent funds and funds spent on items not included with the initial request for the grant must be returned to Barnby Dun Community Association within one month of being requested to do so.

How do you apply

Fill in a Community Chest Application Form. It is particularly important that you provide a telephone number and e-mail address so that we can get in touch with you.

Barnby Dun Community Association will endeavour to process Community Chest applications speedily and where possible, fully completed applications will be considered at the next available monthly Committee Meeting

COMMUNITY CHEST – APPLICATION FORM

1 Name of your group or organisation

(Please tell us the name of your organisation or group as it appears on your governing document, eg: constitution. This name must match your bank statement and accounts)

2 Name of your project

(Choose a short title that describes the activities of your project)

3 Contact details

(Please give us the name of one person we can contact should we have any questions about the application)

Main contact

Name

Position

Address

Daytime Telephone No

E-mail address

4. Please tell us about your organisation

(Tell us what your organisation actually does and who it involves)

5 Tell us about your project

(Tell us what the grant will fund, why the project is needed and who will benefit from it)

6 When do you plan to start and end your project?

7 Project costs and grant needed

Please list the items with descriptions and prices, as required for your project

Total Cost of the project

Grant Requested from BDCA

8 Bank Details

We pay successful applicants by BACS transfer; therefore, we need to know your banking details

Name of Account:

Sort Code:

Account number:

Checklist

Please ensure you submit all the necessary documents to avoid any delay in progressing your application: