

Recreation & Culture Grant



Ribble Valley
Borough Council
www.ribblevalley.gov.uk

Purpose

The aim of the Recreation & Culture Grant scheme is for Ribble Valley Borough Council to invest in the development and improvement of cultural and recreational activity throughout the borough. Supporting and promoting the future health and wellbeing of the Ribble Valley community through arts & sports community projects.

Criteria

The Applicant	
1	Must live in Ribble Valley or provide a service/ business which is based within the borough.
2	Must be an organisation not run for profit, applications from private sector organisations and schools will not be considered.
3	Membership of your organisation should be open to all members of the community.
4	Must not be seeking funding for a charitable cause or third party which is a different organisation to the applicant.
5	Must have a bank account in the name of the organisation.
The Project	
6	Must provide a high quality cultural / recreational experience, in the Ribble Valley.
7	Priority will be given to a project which targets a section of the community who may be disadvantaged in accessing and experiencing culture and recreation.
8	Must demonstrate a clear need in terms of how it will benefit the Ribble Valley community, evidence of research or need will be sought from the applicant.
9	Must have clear targets in what it is trying to achieve and how it will be evaluated.
10	Priority will be given to projects that seek match funding bringing external funding into the area.
11	The council will support up to 50% of the cost of the scheme.
12	The scheme is not to contribute to the revenue/ running costs of any organisation, non-maintenance projects will be given priority.
13	Projects should not start before grant allocation has been confirmed in writing and normally should be completed within 12 months of receiving the grant, unless approval is sought and granted, by the Council.
14	Partnership working will be given priority.
15	Projects will be assessed on their level of sustainability. Evidence should be provided as to how it will continue and grow in future years without council funding support.
16	Projects will not receive repeat funding unless stating clearly how this contribution will be developing a new aspect of a previously funded project. Previous funding is no guarantee of future success.
Grant Terms	
Should the applicant cease to use the grant for the use for which it was awarded, the council may wish to retain all or a proportion of the grant offered.	
Grant aid cannot be expected every year. Each scheme will be considered on its merit and in line with the Council's culture and leisure priorities.	
Grant payments will be released on the production of invoices and receipts of the project & completion of the evaluation form, supplied on the grant approval.	
The Authority will not commission any grants to organisations and individuals who are in breach of the principles of the Social Value Act 2012 or reserve the right to withdraw funding if it becomes apparent that they are in breach.	

Successful applicants must include a reference to the Councils' contribution in any publicity/marketing information or news releases.

There is no right of appeal for grant decisions made.

Several FAQs provide further information and explanation of the criteria which will assist applicants seeking a grant.

If you need any advice on submitting this application, contact;

Committee Clerk 01200 414408 (Administrator)

Mark Beveridge (Head of Cultural & Leisure Services)

Katherine Rodgers 01200 425566 (Arts)

Peter Fletcher 01200 414435 (Sports)

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Application Form

Name Of Organisation applying and to whom payment would be made			
Type of Organisation e.g. Not for profit, charity, social interest company, constituted group.			
Main Contact Name			
Position			
Address			
Phone Number		Email Address	
Mobile Number		Website Address	
Brief description of your organisation, its aims, and objectives			
Have you received support from R.V.B.C previously? If yes, please give details.			
Project Name			
Description of your project 200 words max			

Project Start Date		Project End Date	
Where will this project take place?			
What do you want to achieve with this project? State clear targets and how you will measure your success			
How will you ensure your project is of a high quality?			
How will your project continue in future years without council funding support?			
Why is this project important to Ribble Valley's future development? Please give evidence of the need for this project e.g., why, who and how will Ribble Valley residents benefit.			
How do you plan to promote your project?			
Estimated Numbers of people that will benefit		Number	
Employees (Please state in what capacity e.g., Artist, Coach)			
Participants (including volunteers)			
Audience – Live			
Audience – online, broadcast			
Total			
How will your project support diversity? e.g., are you working with tough to reach groups, disabled, black & minority ethnic community.			

Partners involved in your project	
Budget	
Income (including support in kind)	£ Expected / Confirmed
Amount requested from R.V.B.C.	
Your Contribution	
Other Income	
TOTAL INCOME	
Expenditure (including support in kind)	
TOTAL EXPENDITURE (Must be the same total as your total income)	
Declaration: Please sign this application	
NAME (print):	
SIGNATURE:	
DATE:	

Supporting Information:

Please enclose the following documents in addition to the completed application form.

1. A constitution of your organisation (if relevant)
2. A set of documents or proof of your current financial position
3. Supporting documents, you feel are relevant to your application (not returnable, send copies only)
4. Any letters of support for your project

Please return this application to:
 Ribble Valley Borough Council
 Recreation & Culture Grant
 c/o Committee Clerk
 Church Walk
 Clitheroe, BB7 2RA