



Partnership Grant Scheme

Scheme Information, criteria & application form

The East Brighton Trust Partnership Grant is a grant of £5,000 per year for up to 3 years (a total of £15,000) to assist in covering 'core costs' (for example salaries, rent etc) for a new or existing project, scheme or initiative.

The Partnership Grant is open to organisations based within the East Brighton area* as well as organisations based elsewhere who are working in the East Brighton area.

The Partnership Grant is only available to active not for profit organisations such as community / voluntary groups, charities, community interests companies, companies limited by guarantee etc.

We intend to award at least one Partnership Grant for the financial year 2010/11.

The Partnership Grant is not open to profit-making or statutory organisations or those already in receipt of a Partnership Grant from East Brighton Trust.

*The East Brighton Trust area is defined as Whitehawk, Manor Farm, Higher Bevendean, Moulsecoomb, Saunders Park and Bates Estate

**The deadline for all applications is Monday 21st February 2011.
Decisions and notification will be made by 14 March 2011**

You can download this information and application form by visiting our website – www.eastbrightontrust.org.uk – or you can request that one is posted to you by contacting our offices on 01273 818999.

If you have any queries regarding either your application or the Grant process please contact us on 01273 818999 or by email info@eastbrightontrust.org.uk

East Brighton Trust is a Community Interest Company (CIC), registered in England & Wales No. 4260488 whose registered office is Unit 5, Westergate Business Centre, Westergate Road, Brighton, BN2 4QN.

Application Criteria

ALL applications **MUST** fulfil **ALL** of the following criteria:

- The project, initiative or scheme to be funded must:
 - primarily take place in the East Brighton Trust area (this is defined as Whitehawk, Manor Farm, Higher Bevendean, Moulsecoomb, Saunders Park and Bates Estate)
 - primarily be for the benefit of residents living in the East Brighton Trust area
 - be clearly explained/defined (for example if you are going to use the grant to cover “costs” you should state what costs it will be used to cover)
- If the grant will be used to fund a new initiative, this must start within 6 months of award
- If the project, initiative or scheme is to be “targeted” at a particular community group (i.e. age, gender, ethnicity etc) it must, within reason, be open and accessible to all ‘target group’ residents living in the East Brighton Trust area.
- Your group or organisation must be both active and not for profit i.e. community / voluntary groups, charities, community interests companies, companies limited by guarantee etc
- The grant cannot be used for personal, immoral, illegal, religious worship or political reasons
- Provide evidence of financial viability (for example the last two years of trading accounts, audited financial statement, interim management accounts). This must be submitted with the application form.

Conditions of Funding & payments of Grants

It is a condition of funding that all grant recipients must promote East Brighton Trust in all publicity relating to the project that has been funded.

Payment of the grant will be made directly into Organisations bank account. Personal bank accounts cannot be credited nor personal cheques issued.

Payment of the Partnership Grant will be made annually with the payments in years 2 and 3 dependent on a satisfactory feedback report made by the organisation / group it has been awarded to.

How the Grant will be Awarded

We intend to award at least one Partnership Grant for the financial year 2010/11.

Following the closing date, the East Brighton Trust Grants Panel will meet to consider all the applications received to ensure that they fulfil the above criteria. Those that do not will be discounted.

Those that do fulfil the above criteria will be further assessed on the following basis:

- Applications from groups/organisations that are both unique and based in the East Brighton Trust area will be viewed more favourably than those based outside of the area. Likewise groups/organisations based in the city of Brighton and Hove will be viewed more favourably than those outside the city.
- Applications from organisations whose proposed Partnership project benefit a larger number of residents living within the East Brighton Trust area will be viewed more favourably than those applications that benefit less residents
- Evidence of financial viability (which is required as part of the application criteria)
- Consideration given to the “Supporting Statement” on the application form asking why the Grant should be awarded to your group/organisation

A further shortlist of applications will be compiled and those groups/organisations will be invited to present their proposed project to the East Brighton Trust Board (the Board meeting is scheduled for 1 March 2011).

A decision on which group/organisation receives the Partnership Grant will be made by the East Brighton Trust Board and will be based on the information submitted on the application form and the presentation given to the Board.

The decision of the East Brighton Trust Board is final and there is no appeal.



Partnership Grant Application Form

General Information about the Organisation/Group applying for the Grant			
Group/Organisation Name:			
Group/Organisation Address:			
Contact Name:		Your role:	
Telephone Number:		E-mail Address:	
Is your Organisation/group a not-for-profit organisation, i.e. community or voluntary group, registered Charity, community interest company, company limited by guarantee etc?			
Is your organisation/group based in the East Brighton area?		Is your organisation/group based in the city of Brighton & Hove & working in East Brighton?	
What does your organisation/group do?	<i>Please give a brief summary of the community activities your Organisation/Group is involved in.</i>		
Details of the project, initiative or scheme to be awarded the Partnership Grant			
<p><i>Please provide as much detail as possible about how you plan to use the grant. For example, if the grant will be used to fund a project please give the project title and how the grant will be specifically used. If you will be using the grant to fund a role please give the job title and explain about the role and how it fits into the organisation. If you will be using the grant to cover costs you should explain what these costs are.</i></p>			
Will the grant be used for a new or existing project/role?			
Do you also have 'matched' or additional funding?	If yes please give details of how much and where the funding has come from		
How many <u>East Brighton residents</u> will <u>directly</u> benefit from the Project?			

Details continued

How many non-East Brighton residents will directly benefit from the Project?

Supporting Statement

Please provide a statement of less than 100 words. This is your opportunity to highlight the potential impact for the community, the long and short term outcomes and any other information you think East Brighton Trust should take into consideration. Please note: the information provided in this statement will be considered as part of the overall decision – don't waste it!

Our Group/Organisation should be awarded the Partnership Grant because...

Declaration

To the best of my knowledge all of the information provided on this form is true and accurate. I understand that by providing false or inaccurate information may result in the application not being considered or if a grant has been awarded, the award may be withdrawn or retrieved by East Brighton Trust.

Name

Organisation

Signature

Date

Before returning your application form to us please check:

- **That your application fulfills all of the 'application criteria';**
- **You have enclosed evidence of financial viability as requested in the application criteria; &**
- **You have completed & signed the declaration**

The deadline for all applications is 5pm on Monday 21st February 2011.

Late applications will not be considered.

Please return your completed application form & financial information to East Brighton Trust via email (info@eastbrightontrust.org.uk) or by post to East Brighton Trust, Unit 5, Westergate Business Centre, Westergate Road, Brighton, BN2 4QN