



Community Facilities Grants awarded by High Wycombe Town Committee for the Improvement of a Community Facility

Introduction

Community Facilities grants are awarded to not-for-profit voluntary and community sector groups based and operating in one of the unparished Wards of High Wycombe. The maximum award is £10,000.

Grants are capital monies awarded for one-off projects, the purpose of which must be for the improvement/upgrading of a community facility. Applicants must provide proof that they are offering a service to their local communities which will be of direct benefit to residents living in the unparished wards of High Wycombe. Evidence must also be provided to show that a grant will provide value for money in terms of what can be achieved for residents.

Main Criteria

The project must meet at least one of the Council's 2020-2023 priorities. The Council has identified four key priority areas against which all applications will be assessed. No group is expected to meet every priority; however, there may be a strong synergy between the priorities and actions in one area that may contribute to the delivery of more than one priority.

For a facilities grant, 50% of the cost of works must be match-funded up to a maximum of £10,000. The applicant must provide proof of matched funding. A facilities grant will normally be based on the lowest of three quotations, copies to be provided with the application form.

The Council's key priorities are:

- **Strengthening our communities**
- **Protecting the vulnerable**
- **Improving our environment**
- **Increasing prosperity**

For further information on Buckinghamshire Council's priorities, please see our [Corporate Plan for 2020 - 2023](#).

Examples of Successful Applications

Examples of the type of application which would meet the criteria are listed below. This is by no means an exhaustive list.

- Improving/updating toilets
- Refurbishment of sports facilities e.g. shower block

- Refurbishment of kitchen
- Building maintenance
- New flooring
- Re-decoration

Typically, we award funding to:

- constituted voluntary-led organisations with charitable aims
- registered charities
- charitable incorporated organisations (CIO)
- social enterprises
- community interest companies (CIC)
- companies limited by guarantee that have charitable aims
- membership groups

We are unable to accept applications from groups that:

- do not have a bank or building society account in the name of the organisation/group, with a minimum of 2 unrelated cheque signatories (we are unable to send funds to personal bank accounts)
- have not returned evaluation reports for previous projects
- are subject to an investigation by the Charity Commission, the police, or any other organisation in a legal capacity
- fail due diligence or do not comply with Charity Commission guidelines, for example we would not provide funding to organisations that had related bank signatories, several related trustees, income well more than the threshold for charitable registration etc.

We are unable to fund:

- unspecified contributions to general fund-raising appeals or large projects (if your proposal is part of a larger project, you may be eligible for Community Board Funding)
- for profit or commercial elements of charitable organisations
- public bodies to carry out their statutory obligations and for activities that are supported by other statutory bodies
- direct replacement of statutory or public funding
- political activity or campaigning
- contingency funding
- fundraising activities
- sponsored events, multiple trophies, or prizes
- individuals
- profit making or business ventures, including start-up costs
- activities that are primarily about the promotion of worship/ faith activities (faith organisations may apply for funding towards a project/activity that is open to the whole community and has wider social benefits)
- recurrent projects or events
- contribution to salaries (we can support sessional costs within a project)
- a group funded in the previous year

We do not normally fund:

- projects that exclude community access
- retrospective projects or where expenditure has already been incurred/committed i.e., there must be at least 6 weeks between receipt of applications and the start of activities for the assessment process to be completed and proof to be provided to show a grant is needed
- national or regional charities, although we can support local branches of national charities if they are financially independent and locally managed
- salaries
- organisations whose free reserves include more than 12 months of running costs
- medical research and equipment
- organisations that do not have their own bank account (through prior agreement a group may nominate and authorise an organisation to apply on their behalf)
- School PTA and Friends groups unless the project supports the wider community
- non project costs for example general core costs and capital items for offices
- projects which could potentially exacerbate or exploit tensions or misunderstandings within communities

Grant Conditions

Read the Grant conditions – Link to T&C's on website added when agreed and website updated.

Process

The small size of most voluntary and community groups means that they are reliant on grants and donations to deliver their project. It is essential that applicants provide evidence with their applications that there is a need for a grant and that the activity for which funding is required will not go ahead without it.

A Community Facilities grant application form can be completed on Buckinghamshire Council's website here. Alternatively, applicants can download the application form and criteria from the Buckinghamshire Council website and email the completed form to grants@buckinghamshire.gov.uk. Application forms must be signed by an officer of the applying organisation e.g. Chairman, Secretary, Treasurer.

Grants may be applied for at any time during the year. However, the grant fund has a finite budget and grants will be awarded on a first come first served basis. Decisions will be made within 6 weeks of receipt of applications.