

Rural Support Programme – 2016/17

Funding criteria

Funding available

The grant supports **capital** based projects. For applications submitted in 2016/17 the Rural Support Fund offers a minimum grant of £2,000 and a maximum of £7,000.

Funding deadlines

There is one funding deadline for 2016/17 financial year applications which is 5.00 PM on FRIDAY 30TH SEPTEMBER 2016.

Match funding

We require match funding of **at least** 50 per cent. For example, if your project is costed at £12,000 we would want to see evidence of funding sources of £6,000 and the rural support grant would match fund by £6,000. Match funding can come from a number of different sources including other funding bodies, or private match but we can only accept in kind contributions to a maximum of fifty per cent of the value of our grant funding.

Who can apply

We welcome applications from **constituted** community organisations, local charitable organisations and local not-for-profit organisations. We also welcome applications from local community groups who are constituted and who are trying to make improvements to their community and may need support from other areas of the council to develop those opportunities.

A project funded by the Rural Support Programme must show how it will assist with the delivery of Cheshire West and Chester Council's Council Plan 2016 – 2020 Helping the Borough Thrive.

Applications should meet **at least one of the priorities** within the three themes of the Plan – Thriving Residents, Thriving Communities and Thriving Economy:

Full details of the Council Plan 2016 - 2020 can be found on Cheshire West and Chester Council's website at www.cheshirewestandchester.gov.uk and by searching for Policies, plans and strategies. (The plan and its various component parts are illustrated on one page in Appendix 1.0.). For any further information, please contact the Rural Agenda and Market Towns Team at Cheshire West and Chester Council.

This funding is targeted at delivering projects in the **rural** areas of Cheshire West and Chester Council. Therefore the following areas cannot apply for funding:

- Northwich town council area
- Winsford town council area
- Ellesmere Port area boundary
- Chester area boundary

We will not fund

- Work related to car parks
- Public realm improvements to public highways or footways running along side
- Projects involving 'member only' organisations, the public must be able to gain access to the facilities
- No more than five per cent of the total Cheshire West and Chester rural funding grant for professional fees. If you are claiming for fees please enclose a fee structure with your application

Project delivery

We require:

- Accurate financial records to be kept, regularly updated and available for audit
- Projects to be completed within 12 months of funding being granted
- Regular monitoring of the project and reporting progress/updates throughout the delivery of the project and in line with milestones set out in the project proposal form.
- Notification of a launch event on completion of the project that will include relevant members and officers of Cheshire West and Chester borough council

Information we require from you when submitting an application form:

We require information about the governance of your organisation. Please provide us with the following:

- Copy of the Constitution or Memorandum of Articles
- Confirmation of match funding secured
- Membership of your management committee/steering group
- Copy of your last annual accounts
- If your organisation requires membership how that membership works including who can join, fees etc
- Equality and diversity policy

Value for money – a minimum of three quotations

Cheshire West and Chester Council want to ensure projects achieve value for money.

For this purpose, for all capital based projects we wish to see **a minimum of three quotations** on a like for like, **comparable basis**.

A project brief or specification/tender of the work to be carried out on which the quotations have been based should be submitted with an application form, to show how your project costs were established and a breakdown of the costs indicating the specific elements you wish Cheshire West and Chester Council to fund.

Photos, maps and plans

To aid the decision making panel please enclose:

- photographs of the project site
- location map
- plans of the proposed work

Energy efficiency and access

Cheshire West and Chester Council are keen to promote sustainability and energy efficiency.

If you are wishing to carry out improvements to buildings including heating systems and insulation we would like you to **supply us with an Energy Efficiency Assessment/Audit** to ensure what you are proposing is the most efficient way of delivering energy efficiency.

If your project includes proposals relating to energy efficiency please contact Cheshire West and Chester's Sustainable Development Officer within the Energy and Climate Change team for further advice.

Telephone: 01244 972419

Accessibility for people with disabilities

Cheshire West and Chester council wishes to ensure that projects consider the requirements of the Equality Act 2010.

<http://www.equalityhumanrights.com/advice-and-guidance/service-providers-guidance>

If provisions for people with disabilities are included within the project scope, please provide:

- any relevant evidence and information such as evidence of consultation with disabled people,
- a disability access audit, liaison with either Cheshire West and Chester Access officer, or other external Access Advisor.

Cheshire West and Chester's Access Officer can be contacted on telephone number 01244 972609

Other useful contacts

National Register of Access Consultants

www.nrac.org.uk.

Centre for accessible environments

Telephone: 020 7357 8182

Decision making

A steering group of five local elected members will have the responsibility of making the final decision on all funding applications. Their decisions will be final and there will need to be three members in attendance for decisions to be made. These decisions will then need to be signed off by the Portfolio Holder for Culture and Economy and feedback provided to all applicants on why the decision was made.