

## **SNODLAND PARTNERSHIP GRANT FUNDING POLICY**

### **Introduction**

The Snodland Partnership was created around 2000 and derived from a Section 106 planning agreement with Tarmac, with the objective of channelling funds through a single partnership for the benefit of the community of Snodland, Kent. The Partnership was projected to operate for a period of 10 years and initially comprised Snodland Town Council, the local authority and Tarmac. The Partnership is now made up of Tarmac, Snodland Town Council, Smurfit Kappa and Clarion Futures Communities and Tonbridge and Malling Borough Council.

The Partnership's primary function was to develop and deliver projects for the benefit of Snodland via a Committee who assessed, initiated and financed projects through the town. The diversity of projects ranged from educational, environmental, social and leisure, all within the parish boundaries of the town, benefiting more than 12,000 residents. Currently the Partnership contributes most of the funding for local groups and organisations which require financial assistance.

### **Aims**

- Generate improvements in the quality of life for Snodland's residents.
- Look at the needs of Snodland's residents before those of the Partnership.
- Extend community pride and sense of belonging through public participation and commitment.
- Co-operate to build successful partnerships; involving businesses, local government and the local community to secure benefits for the many facets of the town; its character, its facilities and residents.
- Maximise the town's valued character as an attraction for residents and visitors alike.
- Improve community safety and facilities for all sectors of the community.
- Enhance the community's business, educational and training opportunities, and thereby its employment prospects.

To achieve its main aims the Partnership shall have the following key objectives for action:

- To prepare a shared vision and a realistic business plan for Snodland.
- Identify and prioritise quality improvements to Snodland.
- Attract funding for management and community projects.
- Distribute funds in accordance with parameters to be agreed by the Partnership from time to time.
- Support local groups and organisations through grants and resources available.
- To seek, through a variety of means, to engage the whole community and keep them informed of the work of the partnership.
- To monitor and review the work of the Partnership to ensure it delivers appropriate results, maintains its credibility and is restructured when appropriate.

### **Objectives cont'd....**

- Manage the Snodland Partnership budget and provide annual audited accounts for public scrutiny.
- To develop a fully representative membership, or other consultative processes, to ensure the needs of all sections of the community are heard and taken into consideration.
- Do any other such lawful things as are necessary to achieve the aims.

### **Who Can Apply:**

Non-profit organisations and groups who provide activities, services or support that benefit the people and the wider community of Snodland Town this may include:

- Charitable organisations
- Clubs and societies with a constitution e.g. playgroups and sports clubs
- Community interest companies
- Company limited by guarantee with tangible social objectives
- Voluntary and community groups or residents' associations with a written constitution
- Churches\* / faith groups (\* see below)

### **Applications will not be accepted from:**

- Statutory organisations, where funding is asked to cover core delivery
- \*Churches/faith organisations purely promoting their own faith
- Individuals or Families (where the grant is entirely for their benefit)
- For-profit companies, that benefit the directors or shareholders of the company
- Groups that have no formal constitution (unless they are working towards this)
- Political organisations

### **Types of Eligible Projects**

The types of projects that will be eligible for Snodland Partnership grants are:

- Community activities that bring people together, build cohesion and strengthen the community
- Services and activities that promote health & wellbeing
- Environmental improvements that benefit Snodland residents
- Heritage and arts initiatives
- Children and family activities
- Playing fields and sports facilities
- Youth facilities/clubs
- Support to older / isolated residents

### **Terms & Conditions**

Any amount awarded must be used solely for the purpose outlined in your application. Any unspent funds should be returned to the Snodland Partnership, however, please let us know if you encounter a problem as we can discuss potential alternatives. (funds to spent within 12 months of grant agreement)

The Snodland partnership must be acknowledged in any publicity material or media activity promoting your funded project. Resources and guidelines will be provided.

### **Amount of grant**

Minimum application is £ 50, average value of individual grants awarded is £ 2,500. Applications should demonstrate value for money and include a budget detailing what you need the money for. Applicants should also demonstrate that they can contribute towards the project by showing evidence of internal fund raising or similar.

### **Monitoring & Outcomes**

You will be sent a grant monitoring form to complete and return to us with evidence of expenditure (receipts) and your outcomes.

We will ask for:

- How many volunteer hours were involved in completing your project.
- How many Snodland residents took part
- What has changed / been improved or achieved because of your grant.  
(we will be really pleased to see photographic evidence, provided that permissions have been given by those who appear in them, to share with us)

Without this outcome information it's very difficult for us to demonstrate the benefit the fund has. Once funding has been awarded to you there is no ongoing commitment from the Snodland Partnership to provide any further funds for your project.

### **How is your application assessed**

Members of the Snodland Partnership Panel will consider applications that meet the scheme criteria. The Panel is made up of Council representatives and key community partners who have contributed to this grants programme.

A scoring template has been developed to ensure that all applications are fairly assessed.

The main criteria for assessment:

- Is the project eligible? (meets our eligibility criteria)
- Do the applicants have the skills and resources to deliver this project
- Will the project offer real community benefit?
- Does the project support the Snodland Partnership aims?
- Have the environmental impacts of the project been considered? (if relevant)
- Is the organisation/group contributing financially to the project or raised other funds?
- Is there evidence of community need (and support) for the project?
- Does the project offer volunteering opportunities
- How inclusive is the project? (how will residents know about it and feel it is relevant and accessible for them?)
- Have any safeguarding / risk assessment issues been considered and addressed?

### **Payment of grants**

If your application is approved, you will be contacted by email with a letter confirming the partnerships decision and setting out the conditions of the grant.

Grants must be claimed within 12 months of notification, or the partnership will reserve the right to withdraw the award.