



## **PROTOS COMMUNITY FUND GUIDELINES**

### **WHO CAN APPLY?**

Projects could include:

Community Buildings – projects which maintain and develop buildings being used and run by the community, especially projects which help ensure their sustainability for the future.

Community transport initiatives.

Conservation, wildlife and animal sanctuary projects.

Education and skills development.

The elderly – projects focused on improving access to activities and services.

Energy efficiency and environmental sustainability.

Health and sport – projects that help provide access to services that aim to improve the health and well-being of the local community.

Heritage – projects that celebrate protect and promote local culture, history and heritage.

Regeneration – community projects that help to reduce crime levels, increase employment, housing or the physical environment.

Self-help groups – community groups that deliver basic services.

Vulnerable people – projects which enable increased access to services and facilities for people with disabilities, the homeless and those disadvantaged.

Young people – projects which focus on improving access to services where young people can play a key role in decision making.



## **Protos Community Benefit Fund**

### **WHAT WILL NOT BE FUNDED?**

Some suggestions of the type of projects not to be included:

- Projects outside the defined benefit area.
- Fundraising for national or regional charities unless the funds are going directly to a group operating in the benefit area.
- Projects that are funded by local authority or other statutory bodies or that are deemed to be the statutory obligation of the Government, local authority or agencies thereof.
- Sponsorship.
- Improvements to land that is not open to the general public.
- Projects or activities promoting political or religious objectives/buildings.
- Deficit or retrospective funding (i.e. activities that have already taken place).
- Projects or activities which conflict with the interests of the activities of Protos.  
Projects or activities which supports an individual or individuals who are not acting on behalf of a group or organisation with the capacity to benefit the wider local community.
- Projects and activities likely to cause community disharmony.
- Applications for projects made by individuals or agencies where commission or other payment is made to that individual or agency.
- Applications for projects made by individuals or agencies for re-distribution to other separate individuals or agencies.

**TO CHECK IF YOUR ORGANISATION IS ELIGIBLE FOR A GRANT PLEASE CHECK THE POSTCODE LISTING ON THE COMMUNITY BENEFIT FUND SECTION ON THE THIS IS PROTOS WEBSITE.**



## Protos Community Benefit Fund

### INFORMATION TO BE PROVIDED BY APPLICANTS

In order to make a decision on the application applicants should give as much information as possible this should include:

**Need:** Explain the clear need for the project and what support there is from the local community.

**Use:** Explain the community use of the project.

**Cost:** The cost of the project with budgets, realistic costs

**Legacy:** If projects require ongoing maintenance applicants should explain how they plan to sustain this.

### THE APPLICATION PROCESS

Applications can be submitted at any time during the year. While an organisation can submit an unlimited number of applications during the year, only **ONE** application will receive funding.

The CBF decision making panel will meet every quarter to discuss and decide on applications made during the period.

The maximum amount per applicant is £4,000.

Applications will be considered on a 'first come, first served basis'.

An application will lapse if it has not started after six months of being approved.

Applicants should submit two quotations from established companies.



### **Protos Community Benefit Fund**

The decision of the panel on applications will be final and no negotiations or appeals will be entered into with an applicant. All decisions will be reported to the Protos Community Forum.

#### **PAYMENT**

It is the responsibility of the applicant to make payment for the agreed work. A member of the panel will inspect the work and once their approval has been received, payment will be released to the organisation.

#### **THE DECISION MAKING PANEL**

From January 2018 will consist of voting members from the following, one each from Frodsham Town Council, Helsby PC, Thornton-le-Moors PC, Little Stanney & District PC Elton and Helsby PCs. The members from Ince and Elton will share panel duties.

In case of a voting tie, the Chairman will have the deciding vote.