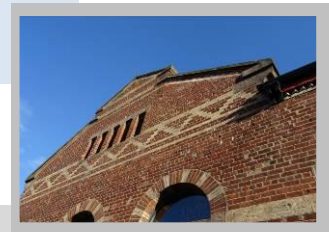




# Leeds Project Fund Prospectus



## LEEDS PROJECT FUND

### AIMS

The Leeds Project Fund is intended to support projects which further the objectives of Leeds Civic Trust and benefit Leeds as a whole.

### PARTICULARS AND PROJECT REQUIREMENTS

- Projects will relate to the planning, architecture, design, heritage of the city or its environmental or cultural amenities.
- Eligible projects will have a wide impact and/or provide an exemplar for others.
- Projects would be expected to create a lasting legacy in terms of either a physical presence or a written or visual record.
- Applications for funding or part-funding can be made for any amount, but there will be a total of £7,000 per annum available for this fund with the amount for any one project at the discretion of the Trust.
- The number of projects funded per year is at the discretion of Leeds Civic Trust
- Offers of funding of less than the amount requested may be made at the discretion of Leeds Civic Trust
- Leeds Civic Trust needs to be acknowledged as a partner in any publicity, and the Trust logo included in any literature
- The project must be completed within an agreed timetable

### MAKING AN APPLICATION

- Applications for grants from this fund should be made in writing (email or hard copy) to Leeds Civic Trust and include the following information:
- Details and cv of the applicant(s)
- Details of the proposed project and its timescale
- The amount of grant required and information on other sources of funding
- How the project meets the objectives of the Trust, how it will have a lasting impact and how it will benefit Leeds as a whole
- A business plan for the project including information on how the grant itself will be spent

### LEEDS PROJECT GRANT FUND TIMETABLE.

The Leeds Civic Trust's Grants Group meets three times a year to consider applications which must be received by 15<sup>th</sup> January, 15<sup>th</sup> May or 15<sup>th</sup> September in order to meet the next available meeting date. Recommendations will then be made to the next available Trust Council meeting for approval