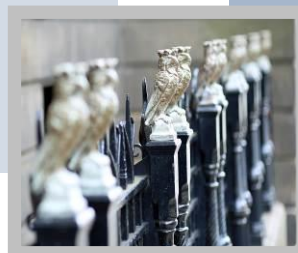
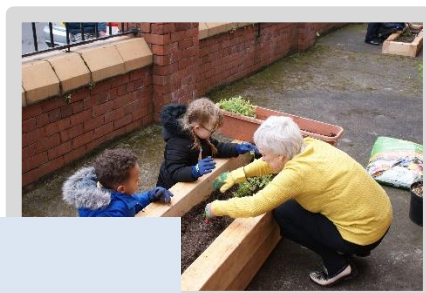


Leeds Community Projects Fund



LEEDS COMMUNITY PROJECTS FUND

AIMS

The Community Projects Fund is intended to support projects which further the objectives of Leeds Civic Trust and benefits Leeds and its people. We particularly welcome applications from inner-city areas.

WHAT WE HAVE FUNDED

We fund a wide range of projects. Past projects have included;

- A community mural and telephone kiosk art interventions in Armley
- Contributing towards repairs to Beckett Street Cemetery's thoroughfare.
- Herb planters and a micro-garden at Voluntary Action Leeds, Hunslet.

We welcome applications that have clear timescales, are deliverable, and benefit a wide range of people.

WE WOULD NOT FUND

- Activities that promote political or religious beliefs or are sponsorship/fundraising events
- Funding for activity that has already happened or would happen without funding
- We would not fund 'for profit' activities.
- Please note that once you have received a grant from the Trust you will not be a priority for funding in the following year.
- Projects outside of the Leeds Metropolitan District.

WHAT YOU NEED TO KNOW

- Projects will relate to the planning, architecture, design, history, 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 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 up to £5,000..
- The number of projects funded per year is 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.
- Leeds Civic Trust's Grants Group will expect regular updates on the projects progress.
- The project must be completed within one year of the grant being awarded (The Trust must be notified immediately of any unforeseeable delays or if the project is likely to take longer than 12 months).

- The project should be locally focussed, should meet the objectives of Leeds Civic Trust and should, as a result, enhance the distinctive local character of the area
- Any award granted by the Trust is only valid for 12 months

MAKING AN APPLICATION

- Applications for funding should be made in writing and emailed to Leeds Civic Trust office@leedscivictrust.org.uk by 31 August.
- Please provide one copy of the following documents
 - Latest signed accounts
 - Copy of latest bank statement
 - Project budget
 - Clear projected timeline
 - Constituted groups/governance documents

In your application please include;

- Reference from a professional that is aware of your work but not directly involved in your project/organisation (e.g. local councillor, third sector worker, professional supporter). Get in touch if you would like more clarity about this or you are unable to obtain a reference.

Please contact us if you'd like to discuss a project of you're unsure if it fits within our criteria.

APPLICATION TIMETABLE.

Leeds Civic Trust's Grants Group meets mid-September to consider applications which must be received by 31 August. All decisions will receive final ratification at the Trust's Council meeting which is held late-September. Applicants will be notified within the first week of October.

Leeds Civic Trust

Leeds Community Projects Fund Application Form

1. Project / Activity name (if any)
2. Registered name of organisation/charity/individual to which any grant would be made payable
3. Charity Registration number (if applicable)
4. Contact Name
5. Email address
6. Phone number
7. Planned start and end dates
8. Please describe your project (please include; beneficiaries and expected outcomes (no more than one side of A4)
9. Amount requested
10. How will the money be spent? (your expected budget)
11. Are you seeking all or part of the project funding by the Trust? If you are applying to other funders; who are they, and have you been successful? Please provide details.
12. How will you publicise your project and acknowledge the Trust's involvement?

Reference: Reference from a professional that is aware of your work but not directly involved in your project/organisation (e.g. local councillor, third sector worker, professional supporter). Get in touch if you would like more clarity about this or you are unable to obtain a reference.

13. Reference's name, organisation and relationship to you

14. Reference's email address and telephone number

Are they happy for us to contact them in relation to your application?

Yes / No

