

"it's what you want it for"



supported by





Guidelines for Applicants

The Wyre Forest District Council Leisure Grant Scheme is designed to open up new opportunities for groups or individuals who are taking part in arts, sports, environmental and heritage activities. The fund is intended to support small, local projects and people in achieving their potential. Individuals may apply for a maximum of £400.00 and groups/clubs up to £1,000.

To be eligible for a grant from the Fund, you must:

- be a resident
- provide a detailed breakdown of what you need the grant for
- complete the final evaluation

Applications from individuals must be accompanied by a letter/reference from your coach/mentor

Priority will be given to:

- new initiatives
- developing cultural opportunities/activities
- development of individual/club talent or potential
- support organisations/clubs to achieve their goals

We are unlikely to fund:

- general revenue costs
- commercial organisations
- more than one application per year from the same individual or group



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The sports grants from the Fund will be known as the Ray Mercer Sporting Awards. Since 1995 the Ray Mercer Sporting Foundation has awarded over £25,000 to individuals (under 25) who are excelling in their sport at County standard or higher. The Xpression fund continues to recognise the contribution Councillor Ray Mercer made to sport in the district by making awards to sporting talent and endeayour in his name.

Every application will be assessed by a panel which will meet 2 times a year (June and December) to consider all applications.

Please note that we expect to receive more applications than we have funds to support. Even if an application fits the Fund's priorities, it may not be possible to make a grant. Applications may be resubmitted.

For more information contact:

Lesley Fox,
Wyre Forest District Council,
Green Street, Kidderminster, DY10 1HA
Tel: 01562 732976
email Lesley.fox@wyreforestdc.gov.uk

If there is not enough room on the application form please continue on separate sheets.



Who are you? Is the application from an organisation or individual?	Organisation please tick Name and contact name if an organisation Address	
	Telephone	Postcode
	Email Date of birth if under 18	/

What do you want the grant for?

Please describe what you are planning to undertake. If you are planning a series of activities, please attach an outline programme listing proposed events, dates and venue.

Why do you want the grant?

What are your aims? How will you judge whether you have achieved them?



If the grant only partially funds the amount required, how do you intend to fund the remaining sum?

If your application for a grant is unsuccessful, will the project/activity still go ahead?



When will it happen? Please give dates	Start/	/ Fi	nish/	//	_
		£			
How much do you need? Please give us a budget breakdown for your project/activity The headings supplied are for guidance only Please note the Fund will not normally pay for general maintenance/running costs	Professional fees Other fees Hall/venue hire Materials Telephone, post etc. Publicity costs Other please list				
	Contingency Total cost				
How much do you need for	rom us?				
Has the organisation/indir from the District Council of in the last 5 years?		_		Yes 🗌	No 🗌
If yes please give details	Date/	/	Amount	£	
	What was funded	?			

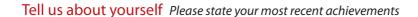


Applications from organisations individuals please go to the next section

Tell us about your organisation You do not need a Constitution, but must be able to satisfy us of your ability to maintain proper financial and administrative control	When was your organisation established?//			
	Is it a registered charity? If yes, please give number		Yes No	Charity Number
	Does your organisation have a constitution? If not, how is your organisation run?		Yes No	
Bank account Please give details of your organisation's bank account if applicable	Account name Account no. Sort code			
Independent referee Please give the name of an independent referee. He/she must not be a member of your organisation. However, your referee needs to be someone who knows your group and can talk about your work in a professional capacity. We may contact our referee for more information about your application	Name Occupation/ status Organisation Address			Postcode
	Telephone			
	Email			



Applications from individuals



Payment Please give details of whom the cheque should be made payable to

Supporting letter

Your application must include a supporting letter from your coach/mentor/associate giving details of your achievements, talent and potential. This should include how the grant will help you to achieve your aim.



Conditions of grant

I / We understand that:

If given a grant, it will be used exclusively for the purposes set out in the application. No major change will be made to how I/we use the grant, without prior agreement. The grant will not be increased in the event of any overspend. If I/we do not spend the entire grant on this project, the underspent amount will be returned promptly.

I/we will complete and return an evaluation report within 6 weeks of completion (including full details of income and expenditure).

Failure to meet the above conditions will mean that future applications from you or your organisation will not be considered.

Declaration	Name	
I/we confirm that to the best of my knowledge all replies are true and	Position in organisation	
accurate.	if applicable	
	Name please print	
	rr	

Returning this form

Send the completed application form to:

Lesley Fox, Community Development Manager, Wyre Forest District Council, Green Street, Kidderminster, DY10 1HA.

The application will be acknowledged by email within 10 working days and you will be informed when the application will be assessed