

## **‘Lease of Life’ Small Grants Fund – Guidelines for applicants**

**How do we know if we are eligible?** In order to qualify for an award, you must be sure that:

- The majority of those who will benefit from an award are aged 55+.
- You have a commitment to bettering the lives of older people.
- You are located within Wiltshire (excluding Swindon).
- You have a responsible management structure that involves older people.
- You have a bank account.
- You do not discriminate against anyone on grounds of race, ethnicity, gender, marital status, religion or sexual orientation.
- Your main objectives and activities are **not** aimed at increasing the membership of a particular political party or religion.
- You are willing to complete any monitoring process requested.

N.B. Awards will **not** be made to individuals, or for work usually undertaken by statutory agencies (e.g. the local council or health authority).

### **Can you give us an idea of what sort of things we can apply for?**

Applications are open to any group that meets the criteria above and is actively engaged in improving the physical, mental and social wellbeing of older people in Wiltshire. The Fund is particularly interested in taking applications from projects that will enable older people to be more physically active.

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| Outings           | - To cover travel costs, providing it is helping older people to go on an outing, which is not accessible by (or with people who cannot use) public transport.  |
| Trainers / tutors | - To pay for sessions or courses.   |
| Equipment / items | - To purchase equipment. (N.B. If the bid is for a lot of smaller items, you should include a list providing a breakdown of the costs. For equipment costing over £200 you need to obtain and enclose at least two quotations). |

**What is the largest amount we can apply for?** The maximum award is £300 per group in any one fund year.

(N.B. Advice about accessing other sources of funding will be provided where appropriate, and in exceptional cases a higher award may be made providing sufficient funding is available).

**Who decides whether we are to get a grant or not?** An Awarding Panel, made up of local statutory and voluntary organisations and older Wiltshire residents.

N.B. Applications are assessed on their own merits and the decision of the Awarding Panel on any application is final.

**How often does this Panel meet?** Three times per year. The forthcoming dates of meetings (all in 2008) are:

**January 31<sup>st</sup> - May 22<sup>nd</sup> - September 25<sup>th</sup>.**

**How will we know what the decision is?** Katharine Dew will write to inform you whether or not you have been successful, if appropriate confirming the amount you have been awarded, within **30 days** of the decision being made by the Awarding Panel.

**How are grants paid?** Help the Aged sends a cheque, normally within **14 days** of you receiving your letter informing you of your successful application.

(N.B. You will also be sent a monitoring and evaluation form, with a deadline for completion, which will show us how you have spent the money. The grant you are given must be spent on what it was awarded for. Failure to do so may result in the group being asked to repay the grant in full).

**When can we apply again?** You can apply as often as you like as long as the total amount you are awarded in any one year does not exceed £300.

**What do we do next if we want to apply?** Please complete the enclosed application form and return it to:

Katharine Dew, Community Development Officer  
Department for Community Services  
Wiltshire County Council  
42-44 Chipper Lane  
Salisbury  
SP1 1BG

Tel: 01722 432318