

Udny Community Fund

Guide to Small Grant Applications

Up to £1,000



It is recommended that you speak to the Community Engagement Officer before completing an application.

Please read the following before completing a Small Grant Application. Please also read the Udny Community Fund Terms and Conditions.

The Udny Community Fund is operated by Udny Community Trust Company Limited (UCTC).

- ❖ It is open to voluntary / not-for-profit organisations and community groups. *
- ❖ It is **NOT** open to individuals or private businesses.
- ❖ The eligible area is Udny. **
- ❖ Capital (e.g., equipment) and revenue costs (e.g., venue hire) are eligible for funding.

The types of project / activity that can be funded are as follows:

- ✓ Community facilities.
- ✓ Skills and capacity building for members of community organisations.
- ✓ Environmental improvement, protection or conservation.
- ✓ Community events, projects and festivals.
- ✓ Education and learning opportunities for young people.
- ✓ Other activities that support community development.

* It is not necessary to be a registered charity to apply. However, organisations and groups that are supported must be capable of meeting the 'Charities Test' as set out by the Office of the Scottish Charity Regulator (OSCR). For more information, please see www.oscr.org.uk

** Projects that are not in Udny can apply but **MUST** be in a nearby area and ensure that they can demonstrate how the project provides benefit to the community of Udny. In such cases, it is **strongly recommended** that you speak to the Community Engagement Officer before completing your application.

All applications **MUST**:

- ❖ Have a bank account and constitution.
- ❖ Demonstrate how the project / activity will provide benefit to the community of Udny.
- ❖ Demonstrate how the project / activity meets one of the Fund's criteria.
- ❖ Actively seek match funding.

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Additionally:

- ❖ Applications must be typed. Handwritten applications will be rejected.
- ❖ Please use electronic signatures. Typed signatures will be rejected.
- ❖ If any sections are left blank or any supporting documentation is not submitted, the form will be rejected.

Groups are asked to actively encourage their members to join UCTC if they reside in the Udny area. Application forms can be found online at www.udnycommunitytrust.org.uk or by requesting from the Community Engagement Officer.

All applications will be acknowledged within 10 working days. We aim to process grant applications as soon as possible. The Board usually considers applications-in February, June and October.

Grant application deadlines are published online at www.udnycommunitytrust.org.uk and on our Facebook page.