

**Huntingdonshire District Council**  
**Community Chest 2024-25**  
**Funding Criteria**

Applicants are encouraged to read these funding criteria thoroughly as applications not meeting the criteria will not be considered.

The 2024-25 Community Chest grant scheme is now open. The scheme welcomes applications from community groups and organisations who would like to help Huntingdonshire District Council (HDC) achieve the following priorities set out within the council's Corporate Plan:

- Improving the quality of life and well-being for everyone, particularly:
  - Encouraging physical activity
  - Supporting social connections across communities
- Keeping people out of crisis
- Helping people in crisis
- Lowering carbon emissions

The criteria are as follows:

1. The Community Chest is open for applications with immediate effect.
2. Applications will be considered by the panel monthly. In circumstances where it is necessary to cancel a panel meeting, any applications will be heard at the meeting held the following month.
3. Applicants will be notified of the outcome of their application within 7 days of a decision being made by the panel.
4. There is no closing date for applications. Once the fund has been fully allocated, the Community Chest will close, and this will be confirmed on our website.
5. Applications must be for projects that are based in Huntingdonshire, and where the significant majority of beneficiaries are Huntingdonshire residents.
6. Applications to cover salaries or other core running costs of an organisation will not be considered.
7. No precepting authorities, private individuals or commercial organisations are eligible to apply for funding. Town and parish councils can only apply for a limited subset of project types - see the notes below.
8. Applicants will be asked to demonstrate that the organisation to which the application relates has a dedicated bank account.
9. Applicants are welcome to submit more than one application within a 12-month period as long as the funding requested is to be used on different projects and/or initiatives - not a repeat of the same or a similar project.
10. The maximum amount of funding that can be applied for is:
  - a. £500 for Community Spaces (see notes below),
  - b. £1,000 for community events (see notes below), and
  - c. £2,500 for longer-term projects.
11. Applicants must provide a breakdown of how the amount requested will be spent.

12. Applicants must demonstrate the sustainability of their project, either in the form of financial self-sufficiency, alternative funding streams or an exit strategy at the end of the project.
13. If completing the project that has been applied for costs more than the amount requested, applicants must demonstrate where they have or intend to secure the remainder of the funding required.
14. We encourage applicants to consider match-funding from other grant-giving bodies, business sponsorship or the organisation's own reserves.
15. Activities that offer free participation will be prioritised for funding.
16. Activities that promote and support volunteering will be prioritised for funding.
17. Applications will not be considered for projects that promote or oppose any particular political party or religion, or discriminate on the grounds of race, gender, age, sexual orientation, or any other protected characteristic.
18. Groups or organisations must demonstrate how the project seeking funding aims to address one or more of the priorities set out within the HDC Corporate Plan (listed above).
19. Applicants must demonstrate, where possible, that they are not duplicating a similar project covering the same area of the District.
20. On completing the funded project, all applicants must complete a brief evaluation to demonstrate the impact that the funding has had, along with copies of receipts upon request. Any unspent funds, or funds that were used for a different purpose to that which the grant was awarded, must be returned to Huntingdonshire District Council within 30 days of request.
21. Successful applicants must agree to Huntingdonshire District Council requests for media coverage relating to the project.
22. Grants awarded do not imply tacit successful applications in future years.

### **Community Spaces Funding (Spring 2024 update)**

HDC recognises that many residents continue to face unprecedented financial hardship. HDC also recognises that the social aspects of Community Spaces are just as important as providing somewhere warm for people to congregate.

Where an existing Community Space can be demonstrated to have had a significant positive impact, HDC welcomes applications of up to £500 per year to help keep these facilities and activities open. Applications will be considered from charities, community groups, town and parish councils and faith organisations, as long as the facility and activity is actively marketed to the wider local population. Applicable costs must be specifically linked to the Community Space provision and separate to the general running costs of a building or organisation.

All criteria for Community Chest funding also applies, except that Community Spaces funding is also open to town and parish councils.

The funding awarded for the 2024/25 scheme must be used against projects delivered within 9 months of application. If the award remains unpaid at the 9-month point, the District Council will contact the applicant to establish if the grant is still required. If the grant is still required by the applicant, the original application, along with an updated statement from the applicant will be forwarded to the Grants Panel for updated consideration. If the applicant no longer requires the

grant or the Grants Panel decide that the criteria can no longer be met, the District Council will cancel the award.

**Community Events (Spring 2024 update)**

HDC will consider applications to support community events up to £1,000, or 20% of the total event cost, whichever is lower. Community events are defined as lasting for less than four days. In order to be eligible they must be free to attend, free to take part and open to everyone. All criteria for Community Chest funding also applies.