

GRANTS CRITERIA**Introduction**

Through the development of the City Plan, Worcester City Council aims to create a successful, vibrant and sustainable Worcester. To support the delivery of the City Plan, Worcester City Council has set aside a Community Grants Fund to support organisations delivering services in our communities. These Grants Criteria outline the priorities and approach for the funding of charities and organisations.

1. Aim

- 1.1 The criteria aim to ensure the best use of limited funding to help support the delivery of quality projects through a fair and transparent process.

2. Scope

- 2.1 Funding is available to community groups, charities and voluntary sector organisations working across the city of Worcester.

3. Eligibility

- 3.1 The application must be received from a community, voluntary or charitable organisation. Community Grants are not available to individuals, so a group must be formed in order to apply for funding.
- 3.2 The project must benefit people who live within the city of Worcester. The project must be a separate activity with measurable outcomes as opposed to usual business operations and costs such as salaries, rent and utilities.
- 3.3 The fund is designed for smaller activities and applying organisations must be able to meet the following eligibility criteria:
- Average annual turnover of the applying organisation for the preceding 2 years will not exceed £250,000
 - The average surplus for the preceding 2 years will not exceed £25,000
 - Organisations that hold more than £100,000 in useable reserves will not be eligible.
- 3.4 More than one application can be completed for any funding year. Each application should be for a different activity and will be considered on its merits, not as a linked application.

5. Criteria

- 5.1 Each application will be reviewed and scored in accordance with the criteria set out in this document. The scoring will be conducted by Worcester City Council. Applicants will receive feedback on the application, including the scoring, on request. Assessment of applications by other applicants will not be made available for comparison. The decision of the Council's committee is final and there is no right of appeal.

- 3.5 The scheme is designed to support new initiatives. Applications should be made for new activity funding; existing and ongoing activities will be considered but priority will be given to new activities.
- 3.6 The applicant should be able to commit match funding to the project. This means that grant funding should be matched by an amount of in-kind donations, whether cash, services, free products or volunteer time. Assessment of the application will take into account the extent of match funding.
- 3.7 Each funding theme will be scored individually from 0-5 (low-high) with the overall scores determining whether an application should be funded. The successful applications will be reported to the Council's Policy & Resources Committee for review.

6. Monitoring, Assessment & Review

- 6.1 These criteria will be reviewed annually and revisions reported to the Council's Policy & Resources Committee.

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