



Dragons' Den Small Grants 2013

Guidance Notes

Who is giving the grants?

The grants will be given by Radstock and Westfield Big Local using funding from Local Trust and Big Lottery. Westfield Parish Council is kindly providing administrative support.

What is Big Local?

Big Local is a special Lottery funded project being run across England by the Local Trust. 150 communities like ours will be given £1m to invest and spend over 10 years in order to make a significant and lasting difference to our community. We currently have a small amount of funding to get things started and which we are using to give small grants to local projects.

How much can we apply for?

The maximum grant to any one applicant is £500. The minimum is £100. We will be giving away grants totalling up to £5,000.

What can the grants be used for?

The grants must fund defined projects or activities. The project must benefit the residents of Radstock and/or Westfield so you need to tell us why it is needed, what you will be doing, and who will take part and benefit. You should also tell us when the project will take place and who will be making it happen.

Who can apply for a grant?

Groups, organisations and individuals can apply. If you are an individual we may have to pay the money direct to the supplier of the goods or services that you are purchasing, rather than to you personally.

Do we have to have match funding?

No you don't, but if you do it might help show your commitment to the project.

When do the grants have to be used by?

Your project or activity should be completed and the grant fully spent by 31st May 2014.

When and how will you make a decision about our application?

Firstly some administrative checks will be carried out to make sure that your application provides the necessary information and is eligible. We will also ask you for some organisation and bank account details. All the eligible applications will then make a presentation at a community event in February. A panel of 'Dragons' will question you about your application, and everyone present will then be able to vote to decide who receives a grant.

What reporting back will we have to do?

At the end of your project you will need to write to us to tell us what you did and what you achieved. Photos will also be really helpful. We may also send a community reporter to interview you about the project.

Do we have to promote Big Local?

Yes. Any publicity, posters etc must state that you have received funding from Radstock and Westfield Big Local and the Big Lottery. We will also ask you to promote Big Local to your members in order to raise awareness about what we are doing.

Who do we send the application form to and by when?

Your completed application form should be sent to: Radstock and Westfield Big Local, c/o Westfield Parish Council, The Oval Office, Cobblers Way, St Peters Business Park, Westfield BA3 3BX or email council@westfieldparishcouncil.co.uk. Applications must be received by 12 noon on Friday 31st Jan 2014.