

**SURREY HEATH BOROUGH COUNCIL**  
**COMMUNITY FUND (SMALL) GRANT SCHEME FOR GRANTS**  
**UP TO £2,000**

**Looking for cash to help your local community?**

**About the Community Fund Scheme**

No specific purposes have been set for the fund, however the community at large or a section must clearly benefit. The grant will be available for up to a maximum of 75% of the overall project cost with a maximum limit of £2,000. Your contribution can be cash or goods in kind.

The scheme is designed to be accessible to groups who are non-statutory, not for profit, and who provide a service to the wider community.

Grants are available for one-off type of costs and no retrospective applications will be considered.

In accessing the grant, the Council will have regard to the amount of funding you hope to raise from other sources, the scope of the project and the wider benefit to the community over time.

**Examples of projects/activities**

Here are some examples of the sorts of activities which the grants might support.

- ✓ Building type projects
- ✓ Start-up costs Such as disabled access
- ✓ Training costs
- ✓ New mini-bus/ambulance
- ✓ New specialised type of equipment such as
- ✓ Security system personal computers and or photocopiers

**How much to apply for?**

You can apply for up to 75% of the project cost up to a maximum grant of £2,000.

## How to Apply?

This pack includes:

- ◆ An application form

You can apply when you want to, but please use the enclosed form; you will need endorsement from your Non-Executive Ward Councillor of this Council.

Once your application is approved, you will need to sign an undertaking that the grant will be spent in line with your application and submit copies of receipts from your suppliers.

In special circumstances, the grant will be paid in advance, (with most applications the grant will be paid in arrears). However if the money is not spent within a year of approval or not spent in line with you application, all or part of the grant will be repayable to the Council. This will be discussed with you in more detail should your application be approved.

Make sure you complete all sections of the form and sign and date it. Then send it to Jayne Boitoult, Community Development Officer,  
Surrey Heath Borough Council,  
Knoll Road,  
Camberley,  
Surrey.  
GU15 3HD.

Telephone: 01276 707464

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