



TOWN PARTNERSHIPS GRANT

About the Scheme

Surrey Heath Borough Council's aim is that it will maintain permanent links with the municipalities with which it is twinned so as to develop, through better mutual understanding, peace, friendship and prosperity.

Through Town Partnerships the Council will:

- develop a European awareness amongst the youth
- promote student and schoolchildren exchanges
- facilitate the involvement of local young citizens through the provision of grant aid
- promote the town partnerships activity

Surrey Heath is twinned with Sucy-en-Brie, France (11 km. south of Paris) and Bietigheim-Bissingen (26 km north of Stuttgart).

Grant Availability

Each year the Council will make funds available for Town Partnerships activity for young people under the age of 25. There is no maximum grant threshold, however, as a guide it is unlikely that grants in excess of £1,000 will be made.

Grants are available to:

- individuals and
- non-statutory, not for profit groups/organisations who provide a service to the local or the wider community

associated with advancing the objectives of Town Partnership.

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

In assessing the grant, the Council will have regard to the amount of funding being raised/sought from other sources, the number of young people being assisted and the wider benefit to the community over time.

Examples of projects/activities

Here are some examples of the sorts of activities that the grant aid might support. The final decision will be based upon the need and quality of each bid.

- Travel and accommodation expenses for scout group to visit Bietigheim-Bissingen for Jamboree.
- Travel expenses associated with travel to Sucy-en-Brie for Youth Tennis Tournament.
- Training costs to help new friends group get established.
- Hospitality expenses in entertaining youth group visiting from one of the twinned towns.

How to apply?

This pack includes an application form.

There is no deadline for the submission of applications, subject to monies still being available.

There is no need to obtain written estimates at this stage but you will need to have a good idea as to all likely project costs.

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 once the money has been spent.

In most cases the grant will be made in arrears, i.e. after the event has taken place. However, in some circumstances, the grant will be paid in advance. However, if the money is not spent within a year of approval or not spent in line with your 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.

For further information and help contact the Town Partnerships Office on 01276 707597 or e-mail: town.partnerships@surreyheath.gov.uk

Completed application forms should be sent to the Town Partnerships Office, Surrey Heath Borough Council, Knoll Road, Camberley, Surrey, GU15 3HD

Telephone: 01276 707597

e-mail: town.partnerships@surreyheath.gov.uk



Application Form for TOWN PARTNERSHIPS GRANTS up to a maximum of £1,000

If you have any queries, telephone the Council's Town Partnerships Office, on 01276 707597

1) How to contact you

Your name

Organisation or group (as applicable)

Address
including postcode

Phone number

Fax number

E-mail address

2) About you

Tell us about you/your group (attach a separate sheet of paper if necessary)

Have you/ your group applied for Council funding before

Yes No

When

What was it for?

Was it successful? Yes No

3) About your idea

What do you want the funding for?

How many young people (under the age of 25) will be involved?

What difference will this idea make in your community or to the young people you will help if your application is successful?

**How much money do you need from us?
(Maximum of £1,000)**

£

Where do you hope to get the balance of the cost of the project?

I confirm that

- **the answers on this form are, to the best of my knowledge, correct; and**
- **my group or organisation has agreed to this application**

Signed _____ **Date** _____

Full Name _____

4) What to do now

Return this form to the address below. You will be contacted about your application and may be asked for more information.

Please return form to:

Town Partnerships Office, Surrey Heath Borough Council, Knoll Road, Camberley, Surrey GU15 3HD

Email: town.partnerships@surreyheath.gov.uk