

WMBL Community Chest



Welcome to the William Morris Big Local's Community Chest 2016-17

What is the Community Chest?

The WMBL Community Chest is a small grants programme that makes funds of up to £500 available to local groups and organisations that want to run a one-off or short-term community activity or project for the benefit of the William Morris Ward.

Where can it be used?

Any public place or community friendly venue inside the William Morris Ward. This includes but is not limited to community centres, schools, function rooms, parks, sports facilities, streets and public squares, though please make sure to seek permission or make sure the venue you want to use is available / bookable before you apply to us.

What can the grant be used for?

When we spoke to local residents about the Community Chest at the Walthamstow Garden Party and at our July Forum (our public meeting) we found that most people (81%) wanted the grant to be used for Community Cohesion and Intergenerational related projects.

The below is our interpretation of the two themes and some example ideas that came out of our consultation.

Community Cohesion

Bringing people together and building good relationships in the community, creating a sense of belonging and shared ambition whilst breaking down barriers of race, gender, religion, ability, age and wealth.

Example ideas from consultation: Street parties, neighbourhood DIY projects, garden sharing schemes, food and music festivals, talent showcase nights, street gardening.

Intergenerational

Building relationships between the generations by uniting voices, sharing skills and experiences and ensuring adequate provision of services and activities for all ages.

Example ideas from consultation: skill sharing clubs, gardening maintenance support schemes, local history talks, outings, befriending schemes, family sports day.

As you can see Community Cohesion and Intergenerational themes are quite broad in their aims and meaning and allow for a variety of projects to be put forward under these headings.

The two themes are also quite closely linked and you may well come up with a service, project or activity that touches on both. Below is a more detailed example of a community chest project.

Example of a Community Chest funded activity

A community gardening project for a Community Chest Grant to create two accessible raised flower and vegetable beds.

The residents researched, designed, built and painted the raised flower and vegetable beds. Accessibility was central to the design to ensure they were accessible for people with mobility issues; the height of the beds enabled people with mobility issues to sit on the edge while gardening and a wheelchair access path was incorporated into the design.

Setting up the vegetable and flower beds was a community effort which brought residents together and has created an improved outside space which residents can continue to enjoy and use for gardening. The residents also worked closely with a number of local organisations and businesses to get horticultural advice and support and get additional materials donated, including a local highways company who offered to lay the wheelchair access path for free.

Who can apply?

This is very much a small grants fund aimed at providing local community groups and organisations with resources needed to undertake voluntary activities for community benefit.

The community chest is available primarily to support;

- Community groups in the William Morris Ward
- Newly established community groups
- Groups of people in the William Morris Ward wishing to start a new community group or put on an activity / event
- Small local charities with an annual income of less than £75,000 wishing to deliver a project in the ward.
- Youth Clubs and under 18s with the support of an adult who holds a responsible position, such as Youth Worker, Teacher, member of a community group.

So am I eligible to apply?

If you can answer **yes** to all of the below three questions then you are eligible to apply

1. Are you a community group or charity with an annual income of under £75,000? If not are you a group of individuals or newly formed group that can get the support of an established group or organisation?
2. Is your project either community cohesion or intergenerational themed as defined on page 1?
3. Does your project benefit people in the William Morris ward or improve the ward overall? (at least 75% of your beneficiaries need to be William Morris Ward residents)

PLEASE NOTE: WHO & WHAT THE COMMUNITY CHEST CANNOT FUND

There are some types of organisation, projects and items that the WMBL Community Chest cannot be used for.

We cannot fund:

- Projects taking place outside of the William Morris Ward
- Political activities
- Promotion of religion
- Construction or acquisition of buildings
- General appeals
- Organisations delivering second tier activities
- Trips / outings outside of the Ward
- Debts
- Expenses that have already been incurred
- Local branches of national or regional organisations
- Statutory organisations
- Alcohol
- Organisations with an income of over £75,000
- Individuals

If you are not sure if your project or organisation is eligible to apply please contact us

How and when to apply

You will need to fill in one of our application forms and hand it in to us before the deadline. The deadline for the 2016 funding window is **1.00pm on Friday 11th November.**

You can get an application from;

- our website at <http://wmbiglocal.org/>
- by emailing us at wmbi@gmail.com
- getting a hard copy from the William Morris Community Centre, 6-8 Greenleaf Road, E17 6QQ
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What happens after I've submitted my application?

1. Once you have submitted your application you will receive notification that we have received it and a date by which you will get a response.
2. The WMBL funding panel will meet to review all eligible applications.

3. If your application is successful in receiving funds we will send you a conditional offer of funding and request some supporting documents, such as a constitution and statement of account to enable us to complete a due diligence check on your group.
4. On receipt of this supporting paperwork we will draw up a grant agreement that will confirm the amount you are receiving from us and what you are using it for. This will be signed by you and us
5. Once you receive the funding and have carried out your project we will ask you to provide us with some simple records such as expenditure/receipts and attendance sheets. Where appropriate we would also ask you to take some photographs to show the project in action. We will also send you a simple feedback form to complete to tell us about the successes of the project.
6. In some cases WMBL representatives may like to come to your event or project to visit or be a part of it.

What help can I get?

With the application form

Hopefully you will find the application fairly straight forward and there are a few guidance notes on it to help you complete everything.

If you find you have any questions about the application form then please get in touch with Gabriel Edwards our Development Worker on 07947 766 251 or devwmb@gmail.com

If you need more detailed assistance with the form then you can book onto our application workshop run by Gabriel where he will take you through the completion of the form from start to finish.

With the project

Unfortunately we cannot offer practical assistance with the running of your project or help with preparations. You are welcome to visit Gabriel who has event management experience and you can run through your idea and plans with him. You will need to make sure that you have the people and support in place to deliver your project/event.

With advertising and promotion

WMBL can share your event on its website and social media pages to help promote it. Depending on how big you want the project or event to be you may wish to include an advertising cost in your budget for the printing of posters and flyers to help spread the word further.

Other useful information

Street Parties

<https://www.walthamforest.gov.uk/content/residents-street-parties>

Temporary Event Notices

If you intend to undertake any of the following activities within your event you will need to obtain a Temporary Event Notice (TEN) from LBWF Council:

- Performances of live music / pre-recorded music
- Exhibition of films
- Sale of late night refreshment (hot food or hot drinks sold between 11pm and 5am)
- Charity fundraising

Community halls may already have a licence for the activities above, please check with whoever manages the hall. If it doesn't, you will need to apply for one.

If you would like support, information or have questions about the WMBL Community Chest please contact Gabriel Edwards on 07947 766 251 or via email on devwmb@gmail.com

William Morris Big Local, William Morris Community Centre, 6-8 Greenleaf Road,
Walthamstow, E17 6QQ