

William Morris Big Local

Green Grants - Guidance Notes



What is the Green Grant?

The Green Grant is a funding stream of the William Morris Big Local that supports local groups and organisations wishing to make small scale improvements to one or more outdoor spaces in the William Morris Ward of Walthamstow. Its primary aim is to enhance local people's experience and use of the urban environment through community-led improvements that make the area look and feel better.

How much funding is available?

Groups can apply for up to £1000 of funding to help make an outdoor improvement happen.

What can the grant be used for?

Improving outdoor spaces for the benefit of people living, working and playing in the [William Morris Ward](#). This could be through traditional "greening projects" like adding plants and greenery to a public space but is not limited to greening. You could make a space more user-friendly, interactive or attractive for example through art or lighting installations. We also welcome projects that allow people to enjoy the outdoors, in particular those that don't often get the chance. Funding can be used to pay for materials and items necessary for delivering the project.

Our definition of outdoor spaces?

We consider outdoor spaces to be sites that are either publicly owned or that can be accessed by the public. Examples are: street corners, pavements, crossroads, parks, public squares, housing estates, community centres. Some sites may require permission to be gained from the relevant owner (e.g. local authority, community centre) before the grant can be paid out.

Who can apply?

The Green Grant is available primarily to:

- Existing and new community groups in the William Morris Ward.
- Groups of people with a collective idea for improving a space.
- Small local charities and organisations with an annual income of less than £75,000 wishing to deliver a project in the ward.
- Youth Clubs and people under 18 with the support of an adult who holds a responsible position, such as youth worker, teacher, member of a community group.

Who & what the green grant cannot fund

There are some organisations, projects and items that the Green Grant cannot be used for.

Green Grants cannot fund:

- Improvements to outdoor spaces normally carried out by the Local Authority, e.g., additional street bins, pavement repairs, waste removal, new street lighting, street benches.
- Sites located on private land with no general public access
- Individual's property, e.g. front and back gardens, balconies, window ledges etc.
- Projects that take place outside of the William Morris Ward that do not primarily benefit residents William Morris Ward.
- Organisations with an income of over £75,000
- Local branches of national or regional organisations
- Statutory organisations
- Political activities
- Promotion of religion
- General appeals
- Debts
- Project expenses that have already been incurred
- Alcohol
- Individuals (however, if you are a collection of individuals with an idea but not a fully formed group yet, we may still be able to fund your idea)

So am I eligible to apply?

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

- Are you a community group, charity or organisation with an annual income of under £75,000?
- Is your project idea going to be based in or near the William Morris Ward?
Remember it has to be for the benefit of local people living, working and playing in the William Morris Ward, though we will accept applications for ideas that fall just outside of the boundary.
- Will it improve the outdoor site for both the people involved in the project and the local community?

If you are not sure whether you are eligible to apply please contact us (see below: What help can I get?).

Example of a Green Grant funded activity

A community gardening project that aimed 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 got additional materials donated, including a local highways company who offered to lay the wheelchair access path for free.

A volunteer group has now been established that will continue to maintain the raised beds and look after them in the months and years to come.

How and when to apply

You will need to fill in one of our application forms and submit it to us before the deadline. The deadline for the Spring 2018 funding window is **5.00pm on Friday 20^h April 2018.**

You can get an application from:

- our website at <http://wmbiglocal.org/>
- by emailing us at devwmb1@gmail.com
- getting a hard copy from the William Morris Community Centre, 6-8 Greenleaf Road, E17 6QQ.

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 William Morris Big Local partnership or a delegated funding panel will meet to review all eligible applications.
3. If your application is successful we will send you a conditional offer letter and request some supporting documents.
4. On receipt of the supporting documents 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 and/or note some quotes from people who've been involved about their experience. We will also send you a simple feedback form to complete to tell us about the successes of the project.
6. In many cases people from the William Morris Big Local would like to come to visit your project and meet the people involved or we may ask you to talk about your project at one of our community events.

What help can I get?

With the application form

Hopefully you will find the application form self-explanatory and straightforward.

However, if you have any questions or are new to funding forms don't hesitate to get in touch with Gabriel Edwards, our Development Worker, on 07947 766 251 or devwmb1@gmail.com.

With the project

- Getting permission from the landowner – in the majority of cases we anticipate Green Grant projects to take place on local authority owned land. Therefore we have established links with the right Council department to help with the process of gaining permission. If the land belongs to a housing association, charity, or other organisation then we can support you in requesting permission from them.
- Advice and guidance – we have established good links with a number of community gardening groups and greenspace organisations and can put you in touch with people that could help with advice and tips for your project.

Unfortunately we cannot offer practical hands-on assistance with the project or help manage the project for you. This is a scheme that encourages residents and groups to go out and take action collectively. However you are welcome to visit Gabriel who has managed community gardening projects in the past and can run through your idea and plans. You will need to make sure that you have the people and support in place to deliver your idea.

With advertising and promotion

We can share your event on our website and social media pages to help promote it and highlight the difference you are making. If you are trying to get more volunteers on board we can also assist with helping to find people.

If you would like support, information or have questions about the Green Grant please contact Gabriel Edwards on 07947 766 251 or via email on devwmb1@gmail.com

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