



## The Big Local Arley and Ansley Ansley Village, New Arley and Old Arley

# Community Chest Fund

### Individual and Community Group Application Form

*Residents or un-constituted groups can apply for up to £300  
Constituted groups, registered charities etc. can apply for up to £500*

Do you have an idea that can help Arley and Ansley become better places to live?

Are you already running a project or service for the people and places in Arley and Ansley?

**Then apply to The Big Local Arley and Ansley for a small grant to help start or enhance your project.**

### Application process

- Fill in our application form OR create a video or presentation that tells us about your project and how a small grant will help you and the wider community.
- Send it to:

Big Local  
c/o Warwickshire Community and Voluntary Action  
Community House  
Coleshill Road  
Atherstone  
CV9 1BN

Or email to: [nwbiglocal@wcava.org.uk](mailto:nwbiglocal@wcava.org.uk)

- The application will be reviewed by the Big Local Partnership board or a Sub Group of the Board and marked against its ability to meet the four Big Local outcomes in the panel on the right.
- There are no deadlines for applications. However, when the maximum funding available for each year in our Plan has been distributed the applications will close until the following round in the next year.
- It may take up to 3 months for funding to be awarded once your application has been submitted

### Four key outcomes for all Big Local areas:

Communities will be better able to identify local needs and take action in response to them.

People will have increased skills and confidence, so that they continue to identify and respond to needs in the future.

The community will make a difference to the needs it prioritises.

People will feel that their area is an even better place to live.

## Funding Criteria

- The activity, project or event must take place within the Big Local area of Ansley Village, New Arley or Old Arley and must benefit some or all of the residents of the area.
- All applications must be signed by two unrelated local residents who live in the Big Local areas and who know you and the project you wish to apply for and are willing to support it.
- Only **one** application per individual or group can be made in any one round.  
If you have successfully applied to us in the past you can apply again, except for those from the last round of applications, but you must show how the original funding has benefitted the area.
- Funding can be used for:
  - Capital expenditure (e.g. equipment, furniture, materials, etc)
  - Revenue costs (e.g. staff wages, venue hire costs and utilities costs).
- All activities funded by the Community Chest must be legal, be used for **future** spending commitments and must be as agreed through the application process.
- The applicants are responsible to obtain written permission required for any changes to premises that are not owned by the applicants or the organisation they represent.
- There is no requirement to provide match funding.  
However, if a match funding element is included, it may enhance your application.
- Successful applicants will be required to provide feedback on the impact of the grant award using a Grant Monitoring Form which will be provided if you are successful. We require some statistical data relating to the project.
- If successful we may ask you to attend our Annual General Meeting (AGM) to tell others about your project and how the grant has helped.

For further information on Big Local in Ansley Village and Arley visit our web site [www.leymillionaires.com](http://www.leymillionaires.com)

For general questions on the application process please contact:  
E-mail: [nwbiglocal@wcava.org.uk](mailto:nwbiglocal@wcava.org.uk) or by telephone: 01827 718080

For help with completing the application form please contact:  
Sarah Newell, WCAVA Community Development worker  
E-mail: [sarah.newell@wcava.org.uk](mailto:sarah.newell@wcava.org.uk) or by telephone: 01827 718080

# Big Local Community Chest Application Form

## Contact Information

Name of individual or group: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

What does your group do and how does it benefit those living in the Big Local area? (**Max 100 words**) (Individual applicants may skip this question)

What do you want to do with the money and how will this make a difference to residents living in the Big Local area and promote the aims of Big Local? (**Max 200 words**)

Please tell us how you know that there is a need for your project? (Have you spoken to local residents or do you have any statistics?) (**Max 200 words**)

Please provide a budget for the money you are applying for (e.g. staffing costs £100, room hire £50, equipment costs £120, etc.)

Please explain any other resources that are involved in your project, for example volunteer time or support from other organisations. **(Max 200 words)**

Please explain how support from the Big Local will help the sustainability of your project or group. **(Max 200 words)**

Please tick to confirm you agree to the statements below

- I/We understand that if successful in securing a grant from the Big Local Arley and Ansley Community Chest we may have to meet with a Big Local worker to fill in paperwork and agree how the money will be awarded to me/us.
- I/We understand that any money we receive from Big Local will have to be accounted for in the final Grant Monitoring Form, any under spend should be returned.
- We will provide a copy of our terms of reference / constitution to Big Local Arley and Ansley Partnership Board if successful in our grant application (this does not apply to individuals or un-constituted groups).
- I/We are happy to ask participants to fill in a Big Local Arley and Ansley questionnaire. I/We understand the need to ensure these questionnaires are completed by as many people as possible.
- I/We are happy to acknowledge Big Local Arley and Ansley and Big Local funding in any publicity surrounding the event/activity/project and give Big Local permission to publicise the grant.
- I/We understand that all money must be used as described in the application within 6 months of receiving the grant.

Applicants Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant Name: \_\_\_\_\_ Applicants position: \_\_\_\_\_

**Big Local area Resident One:**

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

**Big Local area Resident Two:**

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Office Use Only

**Date application received:** \_\_\_\_\_

**Panel date:** \_\_\_\_\_ **Grant awarded:** Y / N **Grant conditions:** Y / N

Date for meeting with Big Local worker and monitoring forms given out:

**Amount applied for:** \_\_\_\_\_ **Amount awarded:** \_\_\_\_\_

## **Background Information about Big Local Arley and Ansley:**

Ansley Village, Old Arley and New Arley have been selected as one of 150 areas in England to be part of the Big Local project and to receive at least £1 million over the next 10 years to improve their community. We are currently in the third year of our ten-year programme.

Big Local aims to bring together all the local talent, ambitions, skills and energy from individuals, groups and organisations who want to make their area an even better place to live. The Big Local project is administered for the Big Lottery Fund by Local Trust.

A Partnership Board of local residents has been formed to manage the project locally on a day to day basis and to find out how local people want the money to be used.

As part of this process the Partnership Board has appointed Warwickshire Community and Voluntary Action (WCAVA) as its Locally Trusted Organisation to act as their banker for the grant from Local Trust. The Plan for our area, approved by Local Trust, for the first two years, and now for the next three years of the project includes a sum of money that has been allocated to a Community Chest to provide grants to local people to build towards the four key outcomes for all Big Local areas.

- Communities will be better able to identify local needs and take action in response to them.
- People will have increased skills and confidence, so that they continue to identify and respond to needs in the future.
- The community will make a difference to the needs it prioritises.
- People will feel that their area is an even better place to live.

Local individuals, organisations and businesses can apply for small grants from the Community Chest to deliver projects to run new activities or events and support existing projects that will be of benefit to people in our Big Local area.

*Residents or un-constituted groups can apply for up to £300  
Constituted groups, registered charities etc. can apply for up to £500  
Businesses can apply for up to £500*

## **Privacy Information**

### Protecting your data

The information you provide will only be used for the purpose intended. The Big Local Arley and Ansley reserves the right to contact you in the coming months for feedback using the contact details provided.

We will keep your information for the length of The Big Local Arley and Ansley project.

Your information will be shared with the Big Local Arley and Ansley Partnership Board, the Big Local project workers employed by Warwickshire Community and Voluntary Action and Local Trust.

The information will be stored on electronic equipment maintained by Warwickshire Community and Voluntary Action (Warwickshire CAVA).

Warwickshire CAVA is registered with the Information Commissioner's Office as a data controller under the Data Protection Act (1998).

For more information and to view Warwickshire CAVA's privacy policy please visit:

[www.wcava.org.uk/privacy-policy](http://www.wcava.org.uk/privacy-policy)