

Project Name	Small Grants & Skip top up
Amount applied for	£1,000
Lead Organisation	Communities Team
Ward/Neighbourhood	All Outer West

Community Plan Objective	Best City for Communities
---------------------------------	---------------------------

Project Summary
The small grants budget provides grants of up to £500 to support local community projects. To date in 2019/20, 10 grants have been awarded totalling £3,934 and 3 skips totalling £427 making a total spend so far of £4,361 for small grants and skips, with £818 remaining in the pot for small grants & skips. This request is to “top up” the small grant and skip pot by £1,000. The fund will be administered by the Communities Team; each application will be taken to Community Committee meeting for a decision or circulated to members where appropriate. Small Grants that are approved will be paid straight away once the paperwork has been returned by the applicant.

When will the project run?
This will support applications received in the 2019/20 financial year.

Targets for the project and how success will be measured
The aim of the project is for the full amount to be allocated by the end of the year. Small grant applications are usually processed within three weeks and skips usually within 48 hours. All grants are monitored by the Communities Team and so far this year all have been delivered as planned.

How the project will be promoted and/or participation encouraged
The small grants pot is well promoted to local organisations by a number of community led organisations and the Communities Team. The form is short and the process very simple, unlike large grants, organisation receive small grants in advance.

Exit strategy/How the project will continue after the funding
If the small grants budget were not available organisations would be encouraged to apply to the Lottery's Awards For All or Leeds Community Foundation grants.

Financial Information	
Revenue funding requested	£1,000

Total cost of project	£1,000		
Match funding/Other funding sources			
Available Funds in Group Bank Account			
Funding received since 2010			
Full Breakdown of Costs			
Item	Wellbeing	Other (with funding body)	Date of Decision
Small Grants & Skips	£1,000		
Total:	£1,000		

Details of volunteers	
Volunteer role	

Communities Team Comments