

**ROTHER DISTRICT COUNCIL
REDUCE, RE-USE AND RECYCLE
GRANTS SCHEME 2023/24 GUIDANCE**



The Rother Reduce, Reuse, Recycling Grant offers funding to community groups and charities who are committed to helping the Rother District to Reduce, Reuse and Recycle. If you have an idea that helps to inspire others to be thoughtful about waste, the grant could help you get equipment or resources.

Funding can be granted for a variety of projects and activities including workshops, practical equipment, education and awareness raising. This can be anything from swap shop events to repair workshops, community gardens (which make use of reused, reclaimed, or recycled materials), to food growing, food waste reduction initiatives and composting schemes.

The grant pot is set at a maximum of £15,000 and will be awarded on a first come, first served basis. The maximum number of grants has not been set.

1. To receive funding, groups must be a properly constituted community group, charity, Parish or Town Council within the Rother District and show they have a bank account in place to process the grant.
2. The fund will open on 1 April 2023. The closing date for this Grants scheme is when all funds have been allocated or 31 March 2024, whichever is sooner.
3. Projects must request no more than £1,000 funding and be for no more than 50% of eligible costs.
4. Applications will be considered on their own merit as they are received by the Council and applicants will be notified of the decision within 14 days of receipt.
5. All projects must demonstrate a clear link to reduce, reduce and/or recycle.
6. Applications with missing information or without quotes will not be considered.
7. Funding cannot be awarded for wages or expenses to staff who may be involved either directly or indirectly with the project.
8. All projects must, in some way, acknowledge Rother District Council's contribution.
9. If successful, the grant must be claimed within 12 months of the notification of award.
10. The grant will be paid once evidence is provided that all funding is in place and payments have been made that match, as a minimum, the amount Rother District Council is putting into the project.
11. The Council reserves the right to amend these guidance notes and the assessment criteria.

The application form can be found on our website at: <https://www.rother.gov.uk/benefits-grants-and-funding/community-grants-scheme/>

Rother Reduce, Reuse and Recycle 2023 Grants Scheme **Application**

About your organisation

Organisation name:

Contact name:

Position in organisation:

Your address:

Email:

Phone number:

Website:

How would you describe your organisation? *(select from drop down list)*

Do you have a formal structure? *(upload)* (if not unable to proceed, refer to RVA for support)*

Please summarise the main aims and objectives of your organisation:

Bank account details:

About your application

1. What is the name of your project/event?
2. When do you expect your project to start and finish?
3. Is your project taking place at your organisation's correspondence address?
Yes, if no select address
4. Please detail the project proposed to be funded *
5. Please outline how your project will Reduce, Reuse and/or Recycle? *
6. Please detail what difference this will make and how the project will benefit the local community by reducing/reusing and/or recycling *
7. If your request is for an ongoing project, how will this be led and funded in the future?
8. Please provide evidence of support from local community groups and those who will benefit from your project *(upload)* letters/consultation/questionnaires*
9. Do you have written (including email) observations from the RDC Ward Member where your project is taking place? *(upload)* (unable to proceed if no)*

Costs and Funding

10. Are you able to reclaim VAT? *yes/no*
 - a. What is the cost of the project excluding/including VAT?
11. How much are you requesting from Rother District Council? **maximum £1,000 / 50%*
12. How much has your organisation committed to the project?
13. Do you have other sources of funding? *yes/no*
 - a. Please list other sources of funding
 - b. Please provide evidence of other sources of funding *(upload)*
14. Please provide a clear project budget which sets out each cost identified to complete your project. **(upload)*
15. Please provide quotes for all elements of the project **(upload)*

My files are too large to upload to this form: I will email to communitygrants@rother.gov.uk.

Tick

Submit