



Our Town, Our Community, Our Fund

Grants officer assessment decision

Criteria / Eligibility:

Date received:

Grant ref no:

BLF/

Grants Officers comments

Below are some areas to be considered by the Grants Officer and the BLF board during the decision-making process for funding support. **We would not usually fund the following**, although each application should be considered on its individual merits

- Regional or local offices of national organisation (Guides / Scouts etc can the applicant demonstrate they operate and account independently and local impact through community engagement and funding will help them improve the profile of the Billingham community)
- Does application qualify for funding through TVCF or other funders
- Applications must not be for the support of party political activities or the advancement of religion or faith.
- Projects / activities which are not for the benefit of the community of Billingham and / or its residents.
- Organisations that are for the sole benefit or relief of animals or plants unless this can be evidenced it supports the wider community of Billingham
- General contributions to large appeals, or feasibility studies
- Groups who have excessive unrestricted reserves
- Improvements to land or buildings not open to general public.
- Groups with restricted membership.
- Deficit or retrospective funding.
- Sponsored events, prizes or incentives, contingency amounts.

For those applications **BLF would fund, this is what we must look for:**

- Evidence of need.
- Evidence of community use.
- Evidence of community involvement.
- Evidence of a well-managed organisation.
- Value for money.
- Fundraising.
- Commitment to pay back, fundraise for BLF, 50 / 50 grant / self-generated funds.
- A realistic budget.





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Assessment

Grants Officer comments:

Recommended:

Yes

No

Date funding required by:

Date of next panel meeting:

Outcome at meeting: (Please tick one)

Agreed	Deferred	Rejected

Reasons for outcome:



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Assessment

If emergency meeting is required, give details of which Board members were contacted and details (supporting evidence must be produced of emails / letter following any emergency meetings)

Outcome at meeting: (Please tick one)

Agreed	Deferred	Rejected

Reasons for outcome:



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Assessment

Date letter and cheque sent:

Repayment / Fundraising agreed:

Yes

No

Date monitoring to be returned:

Repayment / Evidence of use rcd:

Yes

No

Date monitoring received:

Comments: