About the Grant Scheme

The aim of Kettering Borough Council’s Grant Scheme is to support voluntary and community groups in carrying out activities that enhance the quality of life for local residents and increase their involvement within the community.

Grants have already enabled organisations to deliver successful initiatives involving sport, health, reducing poverty and have helped to carry out environmental improvements around the Borough. The Council are looking to fund projects that engage local communities and leave a positive long term impact beyond the duration of funding.

Please be aware you can only make one funding application per financial year from Kettering Borough Council.

You cannot apply for additional funding towards existing projects funded by Kettering Borough Council.

What cannot be funded through this programme?

It is not possible to list everything that the schemes are unable to fund but below are some examples:

1. Anything that has already been bought or paid for. e.g. an event, project or activity that has already happened
2. Insurances
3. Projects or items that are for the sole benefit of individuals, for example, trophies and medals, professional qualifications that are not relevant to achieving the groups outcomes
4. Activities or projects of a political or exclusively religious nature
5. Contribution towards salaries of permanent staff
6. Sponsorship or training
7. Purely commercial ventures

Who can apply?

1. Charity, voluntary or community groups who carry out activities ‘not for profit.’
2. Groups based in the Borough of Kettering or whose activities are able to demonstrate benefits to residents living within the borough. Priority will be given to Kettering Borough based organisations.

When you submit your application, the Council will ask you to provide evidence of the following documents:

- Equality Policy Statement
- Child Protection and Vulnerable Adults Statement
- Bank or Building Society account in the name of the organisation. This must be opened prior to the submission of the application and have a minimum of two unrelated signatories.
- A governing document (e.g a constitution)
- Recent accounts or income and expenditure (unless the group is new, in which case a recent bank statement and an outline of how you intend to manage your finances over the next 12 months)

See the checklist on page 5 for the list of supporting documents that must be supplied with the application.
**Types of Grants**

**Individual Small Grant**  
(up to £50)  
[April - March]  
This grant is open for projects by individual young people aged 19 or under living within the Kettering Borough:  
- With exceptional sporting ability who would otherwise be unable to participate in national/local competition  
- To participate in projects which benefit communities in developing nations  
- To participate in social and educational activities who would otherwise be excluded  

In addition it is open to:  
- Individuals of any age to organise and participate in community, social, leisure activities which focus on those facing most disadvantage, including geographic isolation.

**Small Grant**  
(up to £1000)  
[April - March]  
This grant is open to the voluntary and Community Sector serving the Kettering Borough for:  
- The protection and enhancement of the environment  
- Reducing the effects of poverty (including social inclusion, equality of opportunity and access)  
- Supporting the development of the Voluntary and Community Sector

**Capital Community Fund**  
(£500 - £2500)  
[One round per year March - May]  
Kettering Borough Council Community Fund Grants are available for projects that meet one or more of the following specific aims:  
1. Community based projects  
2. Environmental Improvements  
3. Health & Safety Improvements  
4. The project should generally be in line with the Council’s stated aims, objectives and policies  

Preference will normally be given to projects where some form of match-funding exists.

**Capital Community Hall Grant**  
(£500 - £5000)  
[One round per year March - May]  
This funding is open to projects that help to sustain Community Halls that benefit local people and the local community. Preference will normally be given to projects where some form of match-funding exists. Your application will be assessed and a decision provided within 2 months.

**Outcomes**  
The application form will ask you to think about how your activity or project helps to achieve one or more of the outcomes below for your beneficiaries. These outcomes are taken from the Council’s Corporate Strategy 2011 - 2016.  
1. Supporting individuals and families  
2. Delivering effective services  
3. Protecting our environment  
4. Improving our communities  
5. Enhancing children’s lives  
6. Developing our economy

You will also be asked to indicate who will be your target audience and how many people will benefit from your project.

The case studies below provide some examples of projects that the grants scheme has funded.

**What kind of projects have we funded in the past?**

**Capital Community Grant**  
Keystone Centre used the capital grant to help towards soundproofing a music room. The room is used by young musicians and youth bands to practice, which provides a highly affordable space for local young talent. The new music suite is also used for music therapy sessions to help support young people who have suffered bereavement or trauma.

**Small Grant**  
High Five is a social support group for parents who have children who have a diagnosis of high functioning autism, ASD, or those awaiting diagnosis. They meet to share experiences with like minded parents and gain practical support through sessions from professionals in the field. The group is based in Kettering. The small grants helped pay towards leaflets to promote the group alongside two family days out.
Guide to applying

You will need to complete the online application form and submit any supporting information. www.kettering.gov.uk/grants

Application is submitted to the Grants panel for a decision

Letter is sent to you to inform you of the panel’s decision

A payment will be made to the groups bank account at the appropriate time. An end of project report will be required when the project is completed.

The group may receive a visit from a Kettering Borough Council representative to see how the project is getting on in accordance with approved application.

All “End of Project” reports must be returned within 4 weeks after the project’s end.

Grant agreement and returning the form

If your organisation is successful, your initial application will form the basis of the agreement. The payment will be made directly to the account. The organisation must spend the grant by 31st March of the following year.

The Grants Officer
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