

## COMMUNITY FUND – HIGH LEVEL TERMS OF REFERENCE

The suggested Terms of Reference for the Community Fund are as follows;

### 1. Who May Apply (within the Borough)

- Community Groups
- Town & Parish Councils

### 2. Project Criteria

- Community based projects
- Environmental Improvements
- Health & Safety Improvements
- The project should generally be in line with the Council's stated aims, objectives and policies
- Capital based projects

*Please Note – the Community Fund is not available for revenue projects or for meeting an organisation's running costs.*

### 3. Application Review Period

- Annually / On-going (subject to funding availability)

### 4. Funding Criteria

- Grants will normally not exceed £2,500.
- Preference will normally be given to projects where (1) some form of match-funding exists, (2) are not subject to other KBC funding
- Organisations that have financial balances in excess of three months running costs will be required to match fund any KBC contribution.
- Organisations must have a bank / building society account in the name of the organisation (as per the current terms and conditions of the Village Hall Grant Scheme)

### 5. Administered By

- Community Services (as per the Village Hall Grant Scheme)
- More detailed terms and conditions will be required (eg, grant timescales etc...) and a detailed application form will be worked-up.