

Small Grants

in **Wigan**



**to support
voluntary &
community
groups**

October 2009

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Introduction

Welcome to the latest edition of the Small Grants in Wigan booklet.

You will be pleased to know that our partnership coordinated approach to the administration of grants has continued to develop. Despite an increasing number of partnership organisations working together across the borough, we continue to strive towards one aim - making applying for grants easier.

We hope that this booklet acts as a useful resource in your search for grants. Not only will you find details of various local grant schemes and contacts, but we also provide details of 'Alternative sources of support and funding'. So don't panic if you're struggling to get your project off the ground, there are plenty of other sources of funding to consider, and plenty of people to help.

If you have any general questions about the small grants included in this booklet - such as who to contact, where to get an application form, or where to return a completed application form, why not get in touch with:

Anne Roberts

Policy Officer

Wigan Council

Phone: **01942 827997**

Email: a.roberts@wigan.gov.uk

You can also download the application form, guidance notes and an electronic version of this booklet from our website at:

www.wigan.gov.uk/r/communitygrants

Access Grants

Environmental Services (Development Division)

Financial assistance is available to voluntary and community groups based in Wigan borough to carry out projects that will improve access for all buildings which members of the public would normally expect to have access.

Works can include ramps, widened doorways, disabled persons' toilet facilities, accessible pathways and parking bays within sites, induction loops for hard of hearing people or any other internal alteration which will improve accessibility for all.

Maximum grant

Access Grants now cover between 50% and 75% of eligible costs up to a maximum contribution of £2,300. Up to £200 can also be claimed for design fees.

Contact - Kathryn Barker or Nick Metcalfe

Wigan Council

Environmental Services (Development Division)

Civic Buildings

New Market Street

Wigan

WNI IRP

Phone: **01942 404247** or **01942 404375**

Email: kathryn.barker@wigan.gov.uk or n.metcalfe@wigan.gov.uk

Adult Carers' Grant

Department of Adult Services

The grant funding for carers is designed to stimulate diversity and flexibility of service provision to enable carers to take a break from caring, help identify and provide new carers services and support carers in their caring role. Funding is limited, and the current upper limit on applications is £10,000 maximum.

Funding can be used for any of the following:

- activities that enable the carer to have a break (breaks can be defined as day trips, activity sessions, overnight stays) either directly by the carer themselves going on a break or the cared for person going on a break (which indirectly gives the carer a break from their routine);
- alternative therapies, including stress relief and aromatherapy;
- IT and educational activities and programmes;
- leisure and health promotion activities/opportunities;
- training for carers.

The grant is open to application by community groups and voluntary organisations in Wigan borough that support carers who look after an adult (anyone over the age of 18) and aim to implement the provisions of the Carers (Equal Opportunities) Act 2004.

For further details contact:

Louise Morris

Department of Adult Services - Carers Support Team
Hyndelle Lodge, King Street, Hindley, Wigan WN2 3AW

Phone: **01942 705983**

Email: louise.morris@wigan.gov.uk



Adult Services - Grant Aid

Department of Adult Services

Financial assistance is available to community and voluntary groups based in Wigan borough that work with or provide services for vulnerable adults.

Small grants of up to £9,999 are made which contribute to the running costs of groups working with or providing services for: older people; people with physical illness or disability; learning disability; sensory impairment; mental health needs; people who have problems with drugs and alcohol and their families; people who are affected by domestic violence; people who have caring responsibilities; and minority communities including ethnic minorities and lesbian and gay communities.

Groups need to show how their activities or services match one or more of the Department's aims and priorities, which are:

- Improved health and well-being
- Making a positive contribution
- Freedom from discrimination
- Personal dignity
- Improved quality of life
- Choice and control
- Economic well-being

Eligible funding includes running costs - rent, utility bills, public liability insurance, volunteer expenses, stationery and postage, transport costs to and from meetings for those who would otherwise have difficulty in attending, a contribution to the salaries of match-funded project workers and professional supervision costs for staff.



Adult Services - Grant Aid *continued..*

The department does not fund items of equipment, repairs to premises, ongoing salaries of core staff, holidays, social outings, buffets and parties, projects or activities which have already taken place, political or campaigning projects, organisations which restrict users to one particular denomination, religion or sect, and organisations based outside the borough boundary unless the group can demonstrate considerable membership from within the borough or considerable benefits for residents of the borough.

For an application form contact:

Contracts Section
Department of Adult Services
Civic Centre, Millgate, Wigan WN1 1AZ

Phone: **01942 827293**

Email: vslu@wigan.gov.uk

Brighter Borough Grants

Environmental Services - Development Division

The Brighter Borough Grant scheme is intended for local elected members to propose or support initiatives within their wards for community and environmental enhancement schemes. Local groups may work in partnership with elected members to gain funding and carry out initiatives that will ultimately improve the quality of life for local people.

Applications can only be submitted by elected members, so groups should contact one of their ward councillors.

Contact - David Bilney

Environmental Services
Development Division
Civic Buildings
New Market Street
Wigan
WN1 1RP

Phone: **01942 404223**

Email: d.bilney@wigan.gov.uk or brighterborough@wigan.gov.uk



Children and Young Peoples Services - Grant Aid

Department of Children and Young People's Services

Financial assistance is available to community and voluntary groups based in Wigan borough that work with or provide services for children and young people aged 0-19.

Priorities for children and young people's groups

- Parenting
- Teenage pregnancies
- Positive activities with young people
- Learning disabilities and disorders - accessing provision
- Domestic violence.

Group activities should also address at least one of the 5 key outcomes in Every Child Matters which are:

- Be healthy
- Stay Safe
- Enjoy and achieve
- Make a positive contribution
- Achieve economic well being.

Grants are available which contribute to the revenue expenditure of groups working with or providing services for children and young people.

Eligible funding includes running costs, rent, rates, heating, lighting, insurance, volunteer expenses, transport costs to and from meetings, and a contribution to match-funded project staff.

Children and Young Peoples Services - Grant Aid *continued..*

The department does **not** fund items of equipment, repairs to premises and ongoing salaries of core staff.

For more information in relation to funding or to obtain an application form please contact **Deirdre O'Brien** on **01942 486234**.

Email: d.o'brien@wigan.gov.uk

Community Chest Grants

Environmental Services

The Community Chest programme provides small grants for local community groups and organisations. Funding is available for projects which encourage people to take part in recreation, leisure and community activities as well as projects that promote education and learning, the environment, and health in the local community.

One application up to a maximum of £1,500 will be considered in any financial year and this can be for items of equipment or special events.

For example:

- Sports equipment - for junior teams or those requiring special assistance
- Computers - to help new groups get established
- Equipment - to improve facilities at community centres
- Arts and crafts materials - for an exhibition or special event
- Sustainable projects - which help to conserve or share resources
- Gardening equipment - for allotment societies or community gardens.

Who can apply?

Community and voluntary organisations can apply for funding if they are based in Wigan borough or able to demonstrate benefits to this area.

New ideas, projects which demonstrate long term benefits to the local community or those which provide good value for money by the sharing of resources, are likely to receive the highest levels of funding, which can be up to 100%.

Community Chest Grants continued..

For further details including guidance notes and application forms contact:

Annette Kerner or **Jayne Henshall**

Wigan Council

Environmental Services (Development Division)

Civic Buildings

New Market Street

Wigan

WNI IRP

Phone: **01942 404242**

Email: a.kerner@wigan.gov.uk or j.henshall@wigan.gov.uk

Extended Services Early Years and Childcare Grants

Children and Young People's Services

Extended Services Childcare team has access to a wide range of funding streams to develop and enhance early years and childcare provision. This is in conjunction with the government's vision to ensure that every child gets the best start in life and to give parents more choice about how to balance work and family life.

For more information in relation to funding or to obtain an application form please phone **01942 828901** and ask for Extended Services Childcare team.

Email: denise.wyn-jones@wigan.gov.uk



SureStart

Play Scheme Grants

Wigan Play Association

Applying organisations must become members and accept the criteria and constitution of Wigan Play Association, providing at least five days play activities for children aged between 5 and 14.

Grants are to be spent in reasonable proportions on materials, equipment, visits, transport and refreshments - **not** for payment to workers.

Wigan Play Association also provides play-related training and one-off grants for play days.

Contact

Christine Bryan

The Playhouse
Queen Street
Golborne
Nr Warrington
WA3 3AF

Phone: **01942 765445**

Email: christine.wpa@hotmail.co.uk or chris.bryan@blueyonder.co.uk

**Wigans Play
Association**



Tenant Participation Grants

Wigan and Leigh Housing

A number of grants are available from the Wigan and Leigh Housing Tenant Participation team.

These include:

Annual, Starter and Discretionary Grants

Grants are available for tenants and residents to set up and help with their running costs.

Tenants and residents groups who have accommodation provided for their use by Wigan and Leigh Housing can also apply for a one off grant.

Community Involvement Fund - up to £250

Tenants and residents groups and council tenants can also apply for grants of up to £250 from this fund. The aim of the fund is to bring the community together in ways including:

- Fun days
- Community parties
- Cultural events
- Environmental projects

Contact

Tenant Participation Team
Wigan and Leigh Housing
Unity House
Westwood Park Drive
Wigan
WN3 4HE

Phone: **0800 389 7652**

Email: enquiries@walh.co.uk



Voluntary Youth Sector Grants

Wigan Council for Voluntary Youth Services (WCVYS)

WCVYS administers local authority funding in the form of annual maintenance grants to affiliated youth groups working with young people aged 13-19. Maintenance grants include:

- Rent or other charges
- Day-to-day running costs
- Insurance
- Training.

Grants may also be available for newly formed groups.

Contact - Ian Mills

Administrative Officer
Wigan Council for Voluntary Youth Service (WCVYS)
Penson Street
Wigan
WN1 2LP

Phone: **01942 825750**

Email: information@wcvys.org

Worklessness Small Grants Scheme

Environmental Services (Regeneration and Communities)

The worklessness strategy was developed in recognition that Wigan has high numbers of working age residents that are not working, plus very low levels of enterprise (in comparison with regional and UK averages). This is more pronounced in disadvantaged areas and the small grants scheme is just one way in which we are looking to address these problems.

For further details on worklessness, and the work that has been done to date in Wigan, why not visit our website at:

www.wigan.gov.uk/worklessness

Maximum grant

£5,000

Who can apply?

Voluntary and community organisations (including charities and social enterprises) can apply for funding if they:

- Are based in Wigan borough
- Operate on a voluntary or non-profit making basis
- Have a bank account with a minimum of two unrelated signatories, at different addresses.

What can be funded?

This grant scheme offers **revenue funding only** and must be used for either activities that help to develop the capacity of your organisation or for the delivery of activities that directly impact people that are workless. Examples include:

- Training for staff or volunteers
- Feasibility studies

Worklessness Small Grants Scheme

- Business plans
- Marketing strategies
- Social enterprise development
- Improving sustainability and reducing reliance on grant funding
- Increasing opportunities for workless volunteers
- Courses/tutors for workless group members
- Core costs/running costs *
- Ongoing salaries of core staff *
- Other forms of capacity building.

** We will consider funding core costs/running costs and ongoing salaries of core staff, providing you can prove that this is for a specific project that contributes to the priorities of the worklessness agenda. Applications must specifically demonstrate how much time will be spent on a project and what will be delivered.*

Contact

If you require any advice or assistance in completing the form, please contact Wigan Council's Economic Regeneration Office.

Phone: **01942 828968**

Email: wsg@wigan.gov.uk

Otherwise please return your completed application form to:

Worklessness Small Grant Scheme
Wigan Council, Economic Regeneration Office,
Environmental Services, Gateway House
Standishgate, Wigan WN1 1AE



Alternative sources of support and funding

Do you need help completing application forms? Perhaps to identify and develop applications for more appropriate sources of funding than those covered so far in this booklet? Maybe you require assistance in becoming a constituted group or becoming a charity or social enterprise? Or help with consultation or a safeguarding children policy?

A team of dedicated officers from the statutory and voluntary and community sector are on hand to assist you with these sorts of issues. Whether you are at the very early stages of becoming a group or looking to develop a substantial project, there are people to help you achieve your goals.

There are numerous sources of funding available - the Lottery, the Government and grant-giving trusts are just a few of the providers. Some grants are available locally (such as those covered so far in this booklet); others may be regional, national or international in scope. Funders can often have very different priorities such as the environment, education, sports and much more. Some grants can be small scale and others running to millions of pounds.

In this section you will find out how to identify alternative sources of funding that may be of interest to your group or organisation, and which agencies are on hand to provide you with support.



Helper agencies

Wigan Council - Environmental Services (Regeneration and Communities), Economic Regeneration Office

Claire Greenwood	Senior Regeneration Officer (Resources and Development)	01942 828958
Emma Edwards	Funding Officer (Children and Young People's Services)	01942 828955
Matt Stockwell	Funding Officer	01942 828957

Priority will be given to projects that focus on the Economic Regeneration Office priorities of enterprise, worklessness and skills.

Wigan Leisure & Culture Trust Business Change Division - Cultural Sector

Zenno Vattev	Funding and Development Officer	01942 828261
Helen Seddon	Arts Development Officer (Community Engagement)	01942 828261
Vicky Fletcher	Arts Development Officer (Projects)	01942 828261

Wigan & Leigh CVS Church Street, Leigh

Sustainable Funding and Development Officer	01942 514234
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Alternative sources of funding

Community Foundation for Greater Manchester

5th Floor, Speakers House, 39 Deansgate, Manchester M3 2BA
www.communityfoundation.co.uk

The Seed Fund - grants of up to £1,000 for groups who have been active for less than 12 months, or individuals who would like to introduce activities to their community.

Grassroots Grants - grants of up to £5,000 for groups who have been active for over 12 months, and have an annual income of less than £30,000 per year.

For application packs, please contact the grants team on **0161 214 0940**.

The Community Foundation for Greater Manchester also acts as the "local agent" for the **Abram Fair Share Trust**. This funding is available only to those who in the main provide services for the residents of: Abram; Bamfurlong; Bickershaw; Bryn Gates; Dover Lock; Platt Bridge and Spring View.

For an application pack, contact Rachel Hirst on **0161 214 0940**.

Awards for All

www.awardsforall.org.uk

0845 600 20 40

Grants of between £500 and £10,000.

Coalfield Regeneration Trust

www.coalfields-regen.org.uk

01925 222066

Bridging the Gap fund offers grants of £500 to £5,000 to small not-for-profit voluntary/community organisations which operate in the coalfield communities. In Wigan, this excludes the wards of Aspull-Standish; Langtree; Orrell and Winstanley.

Useful websites

Wigan Council Community Grants

www.wigan.gov.uk/r/communitygrants

Wigan Council's Community Grants web page provides a useful resource where electronic copies of the applications and guidelines for the schemes in this booklet can be downloaded.

GRANTnet - www.wigan.gov.uk/r/grantnet

GRANTnet is a straightforward free to use service which can help you to identify suitable funding for your activity or project. It allows community and voluntary groups, sports and other clubs, schools, social enterprises and small businesses to search across a huge range of funding sources. Simply use the link above and then click the external link for 'Grantnet for Wigan Borough'. Alternatively, you can do so via the Wigan Council website.

Wigan and Leigh CVS can also provide groups with access to their funding software (plus additional support if required). For more information ring **01942 514234**.

Credits

This booklet has been produced by Wigan Council's Economic Regeneration Office in partnership with the Policy and Partnership Team.

We can make this information available in other formats and languages on request. Contact:

**Business Transformation
Chief Executives Services
Town Hall
Library Street
Wigan WN1 1YN**

Phone: **01942 827342**

Notes