

Annex A

Grant Making Agreement

The following elements would be included in a grant making agreement between Ryedale District Council and the Two Ridings Community Foundation and are for illustrative purposes only.

Agreed Terms

1. Definitions
2. Purpose of the Ryedale Fund
3. Payment of the Ryedale Fund & TRCF responsibilities
4. Use of the Ryedale Fund
5. Payment, accounts and records
6. Monitoring and reporting
7. Acknowledgment and publicity
8. Repayment of the Ryedale Fund
9. Anti-discrimination
10. Limitation of liability
11. Warranties
12. Data protection

Grant Making Priorities

The following is illustrative of the information which would be included as an appendix to the Grant making Agreement. This information would be used to inform promotional activity for the fund.

Fund Name	The Ryedale Fund Scheme About the Fund
Area of benefit	The local authority area of Ryedale District Council
Who can apply	Groups must: <ul style="list-style-type: none">• Serve the communities based in the local authority area of Ryedale District Council• Have a governing document (constitution/ rules/ memorandum/ articles of association) with a suitable dissolution clause• Be a voluntary organisation, community group, small charity or other not for profit organisation• Have a bank or building society account in the group's name with 2 signatories (not related or living together)• Be able to show that they have proper accounting procedures and are financially viable
Grant Strategy	The Scheme is designed to help voluntary organisations, community groups, small charities and other types of not for profit organisation serving the communities in the Ryedale District. The purpose of the scheme is to support and strengthen voluntary and community sector organisations based in and serving the Ryedale

	<p>district that are providing projects, and activities that benefit the local communities and residents. The funds are available to provide and increase participation and engagement and to support new and innovative ideas.</p> <p>Grants are available up to £tbc.</p> <p>A fund of £tbc is available to distribute in 2018/19.</p>
Grant size	<p>Grants up to £tbc are available to groups that improve the lives of Ryedale District residents.</p> <p>The Ryedale District scheme funding is not available to cover ongoing running costs. The Scheme supports the principle of full cost recovery and will consider a contribution towards the “management” costs of a particular project or activity as part of the application where appropriate. These need to be clearly identified in the application form in the ‘Project Financial Details’ section.</p>
Themes and Priorities	<p>Applications for the Grants scheme will be assessed against the following criteria:</p> <ul style="list-style-type: none"> • Enhance the quality of life of Ryedale residents • Increase involvement in the community • Attract more participants/volunteers • Are delivered by the community/volunteers • Show innovation and creativity • Share skills and builds capacity within communities • Add value to the community without duplication or displacing existing provision • Demonstrate outcomes/ impact of what has been achieved within xx months • Need start-up funding or create new opportunities • Are far reaching and have a long term impact once completed • Demonstrate partnership working • Contribute to the Council’s corporate priorities and any other strategies/plans <p>Above all the Scheme is intended to support community inspired and led projects, activities and events which show innovation and creativity and which will help to demonstrate how a small investment from the Council can help to make a big difference to the local community.</p> <p>Applications from organisations who have not applied for a grant before are particularly encouraged</p>
What can be funded	<ul style="list-style-type: none"> • One off specific items/activities, up to 2 months in length that positively impact on their local community with outcomes that are measurable.

	<ul style="list-style-type: none"> • Funding to expand an existing project in a new way or into a new area. • Where an application is seeking funding for sports and grounds maintenance equipment, applicants are expected to contribute at least 50% in match funding and demonstrate how the equipment will increase community involvement and participation. • Where an application is seeking funding that includes venue hire applicants are expected to contribute at least 50% in match funding and demonstrate how residents will be encouraged to attend who may be new to the activity. • The funding is not available to cover on-going running costs, however it can support full cost recovery and will consider a contribution towards the “management” costs of a particular project or activity as part of the application where appropriate. These need to be clearly identified in the application form in the ‘Project Financial Details’ section.
Exclusions	<p>The following will not be eligible for funding:</p> <ul style="list-style-type: none"> ▪ Just venue hire, this has to be part of a wider project. ▪ General requests for running costs towards existing projects. ▪ On-going or general commitments and running costs such as salaries/other employee costs, statutory training, rent, rates etc. ▪ General contributions to a project/activity ▪ Professional fees such as planning, architect or subscription costs. ▪ Insurance costs ▪ Work which has already taken place ▪ Grants to individuals ▪ Prize money/funds ▪ Purchase of gifts ▪ General appeals or sponsorship ▪ Clothing and uniforms ▪ Activities of a religious nature ▪ Activities of a political nature ▪ Services that should be provided by a statutory agency - schools, health, local and national government ▪ Profit-making organisations ▪ Financing or spending which has already taken place
Grants Panel	Grant making will be done via the Ryedale District Fund Panel