

**Events and Activity Grant Programme  
Frequently Asked Questions**

*1. Is there a deadline for applications?*

It depends on the level of funding - an application for under £5k can be considered at any time, applications over £5k will need to go to a quarterly Board meeting. Application deadlines will align to the Board date and we will publish these on the website

*2. How long before I hear the outcome of my grant application?*

If you are submitting an application for up to £5k and have supplied all the supporting information, in most instances it should be possible to provide a decision within one month.

If you are submitting an application for over £5k and have supplied all the supporting information, the application will be considered at the next Wincanton Regeneration Board meeting. We would expect to advise you formally of The Board's decision within 10 days of the meeting.

*3. I am thinking of establishing an annual event do I need to make an application each year?*

It would be preferable to submit one application for the three years, if the application is approved we could agree a phased release of funding. As we are aiming to support events which have the potential to become self-sustaining we would expect the funding requirements to taper (reduce) over the three year period.

*4. Can an individual apply for the funding?*

The grant programme is open for organisations, businesses and collaborations. For partnership/collaborative applications a lead body needs to be identified. There is a strong preference that individuals should find a partner organisation or business to work in collaboration with.

*5. How does match funding work?*

Funding up to 50% of anticipated costs is available but match funding can be made up of 'in kind' support so long as there is a financial contribution of at least 10% from fund raising or sponsorship. (It is not acceptable for the 10% to come from other public sector funders such as Wincanton Town Council, Somerset County Council). To help with match funding we will make allowances for volunteer time so it is important the

contributions which volunteers make to your project are properly reflected in your application. If a business is providing sponsorship or 'in-kind' support such as free use of premises or equipment, a realistic value for this can be included in the funding section of the application.

6. *Can the event be used as a fundraiser for another organisation?*

If the event you are planning is also a fundraiser for another organisation or charity it would be better to request the grant as a 'revenue guarantee'. This means that if the event is successful and generates a surplus, District Council funding would not be needed and any funds raised could be donated to the selected charity. However, if the event does not go as well as expected and fails to cover the cost, those costs would be underwritten on the basis set out in the offer letter.

7. *How will applications be assessed?*

An assessment score will be given using the information contained in the application based on the following:

Priority scoring	Criteria	Application information
1	Deliverability	Strong event proposal with well thought through organisation and necessary staffing/volunteer support in place. Experience of event management.
2	Innovation	Something different - ' <b>new to</b> ' Wincanton, Somerset or South West region. Shows growth potential
3	Sustainability	Potentially viable in the long term. Grant requested as a revenue guarantee or funding taper (reducing)
4	Value for Money	Funding requested less than 50% in year one

8. *My business/organisation was involved in a partnership project does that mean that I am unable to apply for funding support for the project proposal which I have?*

If you've submitted an application and received a funding offer, we would not normally expect to receive another application within two years. However, if you were party to a partnership/collaborative project but did **not** submit the application and did not act as the lead organisation/business, you can apply for funding but the project you are requesting funding for should be substantially different from the one on which you were named as a contributor. (Essentially, we will not double fund the same project).