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# Community Fund Guidance Notes

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## Who is providing the funding?

Elmbridge has allocated its Lottery Community Fund which is generated through the [Lottery ticket sales](#).

## What is the aim of the funding?

The Lottery Community Fund will be used to provide support to a wide range of local organisations and community initiatives which have a beneficial impact on the local community.

## Who can apply?

Applications will be accepted from external partners including, not-for-profit organisations, third sector and faith sector organisations operating in Elmbridge including organisations which are registered or unregistered with the Charity Commission and Community Interest Companies.

## Who will benefit from the Lottery Community fund?

The Lottery Community Fund must only be used to support or benefit Elmbridge residents or high streets within the borough..

## What is the funding criteria?

Applications will be considered for community programmes, projects or initiatives that demonstrate elements of our [Vision 2030](#) for a sustainable, thriving Elmbridge driven by the power of our community.

This year, we are prioritising projects that:

- support our high street ambitions,
- support our health and wellbeing offer; and
- those that celebrate arts and entertainment.

Proposals should also look to include match funding.





As well as the above, as part of your acceptance of the funding awarded, you will need to include in any literature or publicity the fact that you have been supported by the Elmbridge Community Lottery Fund, together with the Elmbridge Borough Council logo.

Information about the project may be publicised on the Council website and in public material for publicity purposes. Personal information will not be disclosed without prior consent of those concerned.

### What will the fund not cover?

The fund will not accept applications for the following:

- Support to be provided outside of the Borough of Elmbridge
- Activities which are the responsibility of the statutory sector to provide
- Medical Research
- Funding for major capital projects or items (we will support low level equipment costs)
- Utility bills
- Advancement of any religion or religious group, unless the application is to provide non-religious services to the local community e.g. Foodbank or other similar project which supports the local community irrespective of religion.
- Animal welfare
- Retrospective requests
- Applications that would be eligible for the [Community Infrastructure Levy fund](#) or any other Council related fund that would be more suitable, such as the cost of living fund and partnership fund.

### How much can be applied for?

The maximum amount any one organisation can apply for is £1000. Please indicate on the application form whether you would be prepared to accept a scaled back amount.

Please do contact us if your project is over the maximum amount.

### What evidence needs to be provided with the application?

Clear evidence of need, including any data where possible must be provided on the application form.

### Who will assess my application?

Your application will be shared with Elmbridge Borough Council's Management Board (CMB) for their comments and recommendations.



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CMB will assess each application and decide on how funding will be allocated. Their decision is final and there is no right of appeal.

What monitoring will have to be provided after the funding is granted?

Successful organisations will be asked to provide a six-month update on the outcomes as a result of the fund after payment of the grant.

When is the closing date?

The closing date for applications is 1 March 2025.

I need support with my application.

Please contact Policy and Performance on 01372 474399 or email:  
[Lottery@elmbridge.gov.uk](mailto:Lottery@elmbridge.gov.uk)



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