

Town and Parish Fund Scheme 2018-19 Guidance Principles

Whilst Devon County Council (DCC) acknowledges that each District experiences different demand from applicants and have differing processes for managing the fund in place, decisions on grants from the joint fund **MUST** be made having regard to the following guidance principles:

1. The Fund exists to encourage communities to work together; identifying new ideas for their mutual benefit. Applications are welcome from community projects benefiting, enhancing and making a difference to communities.
2. Match funding is encouraged. Demonstrating match funding (which can be in the form of own fundraising and/or other funding sources secured), or equivalent benefits in kind (such as commitments of labour, time or expertise), will increase the chance of an application being approved.
3. Applicants need to demonstrate to Fund decision-makers (which includes the relevant District /DCC Members) that :
 - a. they have explored opportunities to work with other voluntary and community groups to either identify and/or carry out the proposed project.
 - b. the project proposal benefits more than one Town or Parish (or the equivalent in Exeter City).
4. Funded projects will clearly acknowledge, in any related publicity, the Fund Scheme as a Devon County Council and District / City Council joint initiative.
5. For openness and accountability, all funded applications and the funding allocated will be published on the respective District / City Council website; alongside the total Fund Budget for the year, any unallocated/underspent funds remaining and information on how that will be managed. Any post project evaluations conducted will be made available on request.
6. Repeat funding should not be awarded unless there is a compelling business case proving transition to sustainability.
7. As the fund exists to help identify new ideas to benefit communities, regular activity such as grass cutting, ditch and drainage work and any other associated 'lengthsman' duties, are no longer eligible for funding.
8. Funds should not be used to support projects that are the direct responsibility or statutory obligation of another organisation.
9. Funds cannot be used for on-going staff costs or the day to day running of a project, unless this is during a transition phase with documented evidence of how the project will become sustainable post-transition.
10. Funds cannot be allocated to benefit individuals or private/for profit enterprises.
11. Funds must not be allocated retrospectively.