

Community Growing Grant Application Guidance notes

All eligible grant applications will be reviewed by Council Officers, who will make decisions on funding. We aim to let applicants know of the decision within two weeks of the application submission date and the grant will run until 31 March 2025 or until funds are exhausted.

What you can apply for:

- Up to £500 grant to be awarded per Community Growing project.
- The grant can cover any capital costs to help set up a Community Growing project. It is anticipated that this will be for some raised beds, gardening equipment, soil, seeds, and anything else needed to help set it up.
- Quotes are welcome but not essential. However, please ensure you include a breakdown of anticipated costs in your application. If you are requesting an amount towards a bigger sum needed for a project, please also include the total project costs and what part of the project funding is required for.
- If there is high demand for funding, it may mean that the District Council is only able to make a contribution to your project rather than fund the full amount. The Council reserves the right to prioritise based on such factors as the funding available, the number and type of applications received at any given time and a fair geographical spread of applications. Eligibility does not guarantee grant funding.

Who can apply?

An applicant might be:

- A Parish / Town Council
- Community group (constituted and with a bank account)
- A School
- Informal group (with the written support of their [Parish Council/Town Council](#) or [District Councillor/s](#) for the project)

Payments can be made to any of the above, including informal groups where they have the written support of their Parish / Town Council or District Councillor/s.

What you can't apply for:

- A Community Growing venture that is solely used to provide produce that is sold for private profit.
- A project which only benefit individuals, rather than groups (for example: a small growing plot in an individual's garden)
- A Community Growing project that helps to promote political activities or religious beliefs.
- A project that has already been set up (funding cannot be used retrospectively to pay for things that have already been delivered. However, you can use it to extend further provision of a project you have already started, for example a Community Orchard that wishes to add a raised bed).

How will the grant be paid?

- A funding agreement will be prepared for all successful applicants. This will include arrangements for payment of the grant.

What are the conditions of funding?

Organisations that are awarded a grant will be expected to comply with the following conditions as a minimum:

- Funding must only be used for the agreed purpose and must be spent within 12 months of the award being made except where exceptional circumstances apply, and an extension is agreed with the grants officer in writing.
- Support of a local District Councillor and the Town/Parish Council is required for applications from Informal Groups. Please ensure when contacting your local District Councillor(s) and Town/Parish Council that they are all provided with full details of your project.
- Any publicity that takes places must acknowledge that the award is provided by South Cambridgeshire District Council.
- You must obtain the landowners permission to start a community growing project.
- Any unused grant must be returned to South Cambridgeshire District Council.
- Where possible, a portion of the produce grown should be shared with the community for free. Applications must demonstrate how they intend to do this should there be surplus produce. This can be donated into a nearby foodbank or food hub or community pantry, by setting up a 'help yourself' box, or by any other means.

Support Officer:

All applicants will be able to email any clarification questions prior to the submission of their bid irrespective of whether they request more in-depth support. These should be emailed to duty.communities@scambs.gov.uk.

In recognition that some organisations may not be used to submitting bids for funding there is support available from Cambridge Council for Voluntary Service who

are well placed to offer local voluntary organisations a range of support, advice and information on matters concerning funding bids. Please call [01223 464 696](tel:01223464696) or email enquiries@cambridgecvs.org.uk