

Micro Grants Fund application guidelines For groups and individuals

Before you begin

Please note: this guidance form is only for Micro Grant Fund applications to the Renewable Energy Fund.

Within South Lanarkshire, Micro Grant Funds are available to all Community Council areas. The Funds are delivered locally by Community Councils who can apply to the Renewable Energy Fund for an annual £5,000 fund. Where no Community Council exists, other suitably qualified constituted organisations can apply instead. This guidance sets out the key information for groups or individuals who wish to apply for micro grants. A full list of Community Council areas, with contact details, where micro grants can be accessed on - <https://southlanarkshire.fundingscotland.com/>

Key information

What are micro grants?

Micro grants are intended to make the Renewable Energy Fund available to individuals and small local groups who need small amounts to pursue their objectives. The process of applying for and receiving a micro grant is intended to be relatively quick and light touch, and will be delivered by your local community council or other local community organisation.

How much can I apply for using this application form?

Up to a maximum of £500.

Which areas can benefit from the micro grant?

The Community Council areas listed on the web site above currently offer micro grants. This list will be continually updated.

How do I apply for a micro grant?

Individuals and groups seeking a micro grant should complete the short application form available from your relevant community council or community organisation.

Completed application forms should be sent directly to your Community Council or community organisation.

When can I apply?

There is generally no closing date for applications for micro grants and applications can be accepted at any time, however individual Community Councils may set closing dates to manage the funds.

When are decisions made?

The Community Council or community organisation will inform you by letter of the outcome of your application as soon as possible. The timescale will depend on when meetings are held.

Please note that applications submitted immediately before a meeting may not be considered until the following meeting.

Who can apply?

Applications for micro grants can be accepted from groups – including those who don't have a written constitution or set of rules – and individuals.

Individuals must be living in the eligible community council areas to which they apply.

What can micro grants be used for?

Community-focussed or charitable activities which:

- enhance quality of life for local residents;
- contribute to vibrant, healthy, successful and sustainable communities; and/or
- promote community spirit and encourage community activity

Are there any activities you're unable to support?

- Projects which do not benefit people living within the relevant community council areas.
- The advancement of religion or politics (including requests to support the core activities of religious or political groups)
- The purchase of second hand vehicles
- The repayment of loans or payment of debts
- Costs already incurred or activities which will take place before we have made a decision on an application (retrospective funding).
- Payments towards areas generally understood to be the exclusive responsibility of statutory authorities.

Additional information

- You may only apply for one micro grant at a time.
- If your application is successful, you will not be able to reapply for another micro grant for 12 months has elapsed, although in exceptional circumstances the community council may decide to waive this.
- If your application is unsuccessful, you may reapply immediately.
- Any micro grant received must be spent within one year of being awarded.
- Applying for, or holding, a grant from the Micro Grants Scheme does not prevent constituted, not for profit groups and organisations from applying for a grant from any other grant-making programme operated through the Renewable Energy Fund or Clyde Wind Farm Community Fund provided that the application is not to support the same project or activity.
- Eligible organisations with larger scale projects may be able to access other funds including the Renewable Energy Fund and can get more information from <https://southlanarkshire.fundingscotland.com/>

Completed forms should be sent to your local Community Council or local community organisation

Please send your completed micro grant application form to your local community council or other community organisation delivering the Micro Grants Fund using one of the contacts listed at <https://southlanarkshire.fundingscotland.com/>

If you wish to know which Community Council you live in, information and maps can be found in the Community Council section of **South Lanarkshire Council's** website.