

Supporting local projects to make a difference in our community.

Step 1: Initial Enquiries

What to do: Read the **Guidance Notes** and **FAQs** to ensure eligibility.
Need help? Discuss your ideas with the Partnerships & Funding Manager.



Step 2: Attend a Drop In Session

Available throughout April and May. Meet with staff to discuss your project ideas, get advice and guidance and understand the grant process.



Step 3: Attend a Bookable Appointment

Available throughout June and July. 45-minute pre booked appointments for more detailed discussions about your project in preparation for your application submission.



Step 4: Apply online

When: Applications open at 9am on 1st June 2026.

Deadline: Submit by 5pm, Friday 21st August 2026 (late applications not accepted).



Step 5: Application Assessment

The Partnerships & Funding Manager reviews your application. You may be asked to provide additional information or clarifications.



Step 6: Panel Meetings

Applications are presented and discussed with external partners, internal officers and council members to ensure grant criteria is being met.



Step 7: Public Consultation

Members of the public can vote for their favourite projects they would like to see delivered.



Step 8: Cabinet Meeting

Applications are presented and recommended to Cabinet members.



Step 9: Declarations and Grant Agreements

Successful organisations sign their Declaration of Funding or Grant Agreement before payment.



Step 10: Funding paid

Grants are paid via BACS directly to your organisation's bank account.



Step 11: Project Reports

Submit quarterly and/or annual reports and copies of receipts.

