

A grant making project of

The Panacea Society

Managed by



**Bedfordshire and Luton Community Foundation
In partnership with
Community & Voluntary Service Mid and North Beds**

Explanatory notes and criteria for awards

Please read the following notes carefully before completing the application form.

The Aims of the Fund

The aim of this fund is to provide grants for projects run by community groups based in, or working for, the benefit of people in the town of Bedford. Each grant awarded is funded by the Panacea Society.

How much funding is available?

The maximum you can apply for is £5,000. There is no minimum sum. However, grants in excess of £2,500 will be the exception rather than the rule.

Who or what will we fund?

- The fund will accept bids from projects or groups whose work involves mental health issues in one form or another.
- Grants will also be made to other, general projects that the partners feel to be appropriate.

Who/what will we NOT fund?

- Applications from profit making organisations.
- Applications where those benefiting do not live in the town of Bedford.
- Grants will not be made to support the furtherance of any one religion (although we do make grants to community projects led by local religious groups), political activities, private business (other than social enterprises) or projects that would otherwise be funded from statutory sources.

Application and award procedures

Only requests on the official application form will be considered.

Please make sure that copies of all supporting materials requested are included with the application.

On receipt of the completed application, we will contact you to ask for clarification of any issue if needed and will give the date of the next panel meeting at which the application will be considered.

All applications will be checked against the criteria and those that clearly meet these will be presented to the Grants Panel for their decision. The Funders reserve the right to accept or decline any application according to the decision of the Grants Panel. There is a complaints procedure available to applicants should they feel they have been unfairly treated.

The decision of the Grants Panel will be notified to you within two weeks of the date of its meeting.

Assistance

If you have any difficulties in completing this form, you can of course contact either the Community Foundation office for clarification or assistance on any issue at the address shown below or Community & Voluntary Service Mid & North Beds team on 01234-354366

The Completed form

Please send your completed form and supporting documents you have been asked for to the address below.

Please make sure the documents are sent to us well before funds may be required. Our panel meets every three months from March onwards.

**Bedfordshire and Luton Community Foundation
The Smithy, The Village
Old Warden,
Beds., SG18 9HQ**

**E-mail – administrator@blcf.org.uk
Web site – www.blcf.org.uk/grants**

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