Community Benefits

External Application Pack

Apply for up to £500

Ideas for Your Community Benefit Fund Application

Your application should create a greater sense of community in your area. Applications will be considered based on how they benefit individuals and/or CCHA communities.

Ideas might include:

Day Trips/Outings

Educational or social

e.g. museums, country parks, beaches, Heritage centres, Christmas lunches, food fairs, the Eisteddfod, local attractions

Community-led Events

The development of family friendly events open to all

e.g. play days, cultural activities, festivals, street celebrations, gardening projects

Equipment for Communal Use

Shared community equipment

e.g. IT equipment, group games, play resources, plants and containers, garden seating

A Series of Activities

Sessions that run over a period of time

e.g. talks, workshops, street play sessions, art and craft clubs, heritage workshops

Sports

For Adults and Children
e.g. kit, equipment, activities

This list is not exhaustive – please apply for anything you feel will bring a greater sense of community with a focus on health, wellbeing, inclusion, employment, volunteering or learning.

Activities held in shared spaces that may affect neighbours will need proof of a full consultation with everyone involved.

Application General Information

The application must benefit a group or community within CCHA's communities. Please see appendix 1

Applications for lunches and food related outings must not contain costs for alcohol

Applications must be submitted 6 weeks before the funding is required

The application is not for retrospective activities
i.e activities that have already happened or where the money has already been spent

You cannot apply more than two times during the financial year.
For any previous funding awarded, all receipts, evidence and feedback forms must be fully completed and returned before we will consider further funding applications

All purchases and evidence of the activity will require receipts, photos and a completed testimonial form returned within 1 month of the activity/event/ purchases made.
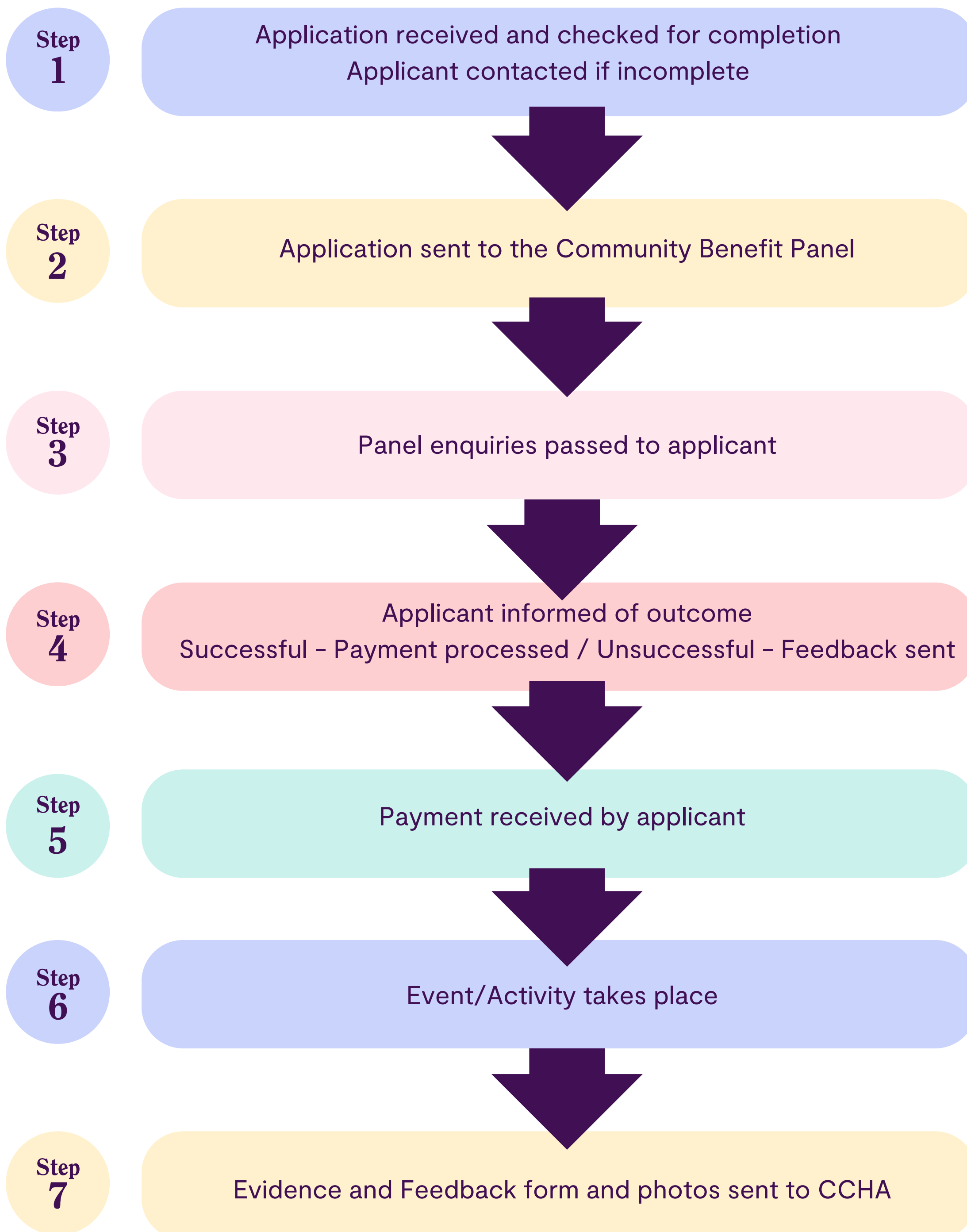
Underspent funds must be returned to CCHA
e.g if people have dropped out, or you have received a discount

If awarded Community Benefits funding, CCHA reserve the right to use all details including photos on our website and social media platforms.

Funds cannot be used for payment towards staffing costs or salaries

Timeline

Step 1
Application received and checked for completion
Applicant contacted if incomplete

Step 2
Application sent to the Community Benefit Panel

Step 3
Panel enquiries passed to applicant

Step 4
Applicant informed of outcome
Successful – Payment processed / Unsuccessful – Feedback sent

Step 5
Payment received by applicant

Step 6
Event/Activity takes place

Step 7
Evidence and Feedback form and photos sent to CCHA

How to Apply

Please aim to include the following on your application:

| Demonstrate that the group that will benefit are within CCHA's Communities | Explain how your community will benefit from the fund | Provide a breakdown of the total costs and identify how much each item will cost | Complete a bank details form |
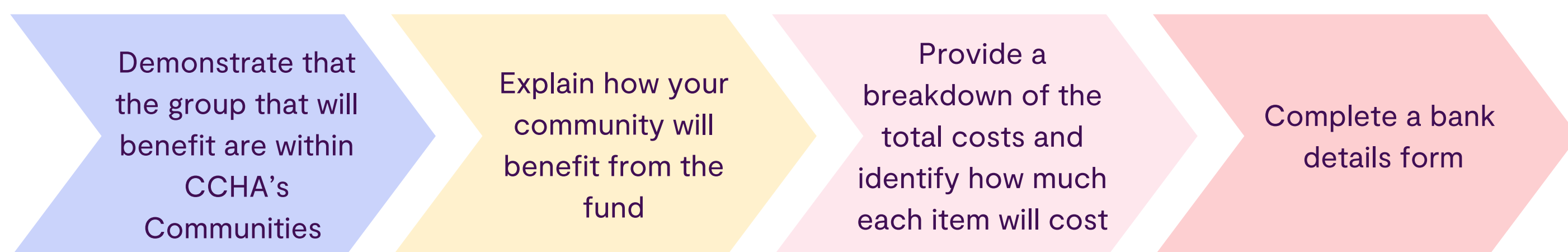
You must send your completed application to us at least 6 weeks before you require the funding grant
Please send you application to:

Sam Evans
Social Investment Officer

📍 CCHA
Tolven Court
Dowlais Road
Cardiff
CF25 5LQ

📞 07974589500

✉️ sam.evans@ccha.org.uk

Application Form

Name of applicant/group

Address

Post Code

Contact Number

Email Address

**Please provide full details of your activity
i.e where it will take place and what it will involve**

**How will your community benefit from this grant?
(Consider communities, health and wellbeing, relationships and fulfilling use of time)**

Your Community Benefits Fund Project - Budget Breakdown

Please provide a breakdown of costs and highlight if you are including a quote for each item e.g food, room hire, transport etc. Refreshments receipts can be included.

Item/Service	Quote Included? (Y/N)	Cost £
Total Cost of Project/Activity		
If you have additional funding from other sources for this activity/event/purchase, please list including the amount/s		
Total amount requested from CCHA Community Benefits Fund		
If you are not contributing cash, please estimate how many volunteer hours you will be contributing instead		

Bank Details

If your application is successful, your fund will be paid via BACs.
Please provide the following information

Bank Name	
Account Name	
Account Number	
Sort Code	

Rumney

St Mellons

Lisvane

Llanedeyrn

Penylan

Roath

Cathays

Trowbridge

Llanrumney

Tremorfa

Plasnewydd

Splott

City Centre

Butetown

Adamsdown

ccha