

General Criteria and Guide to Application for Pride in Penrith Lottery Grants



Pride in Penrith Lottery can make monetary awards to business/community projects which will benefit/enhance the town of Penrith and its immediate environs.

General Criteria for Applications

1. Awards will be given to voluntary/non-profit making organisations or to support community initiatives that benefit the town and the residents of Penrith. Normally grants will only be given to organisations within a 5 mile radius of Penrith although in exceptional cases this boundary will be extended if the organisation can prove significant benefit to the residents of Penrith.
2. Grants will only be given for capital funding and events which directly benefit the community. i.e. not for general maintenance or running costs. We cannot fund events if the intention is to pass on any surplus income to other organisations e.g. concerts which seek to benefit local charities.
3. Individuals, rather than organisations, may apply as long as their project relates to and benefits Penrith and its immediate environs although the sums offered will normally be capped at £100.
4. Grants can start from as little as £100 but are usually capped at £2500.
5. Monetary award applications will not be considered from party political organisations.
6. Monetary award applications will not generally be considered from any organisation where funding would normally have been derived from local or national government. However, funding will be considered under exceptional circumstances where grant funding can help access larger sums under the concept of matched funding.
7. Funding will only be given to organisations where access is unrestricted. i.e. the benefits are available to all parts of the community
8. All applications will be considered by the Board of Trustees and any decisions made will be final and not subject to appeal.
9. Evidence will be required to show that organisations have appropriate safeguarding policies in place when activities include children and other vulnerable persons
10. Grant payments are subject recipients supporting the Pride in Penrith Lottery in a variety of ways. Below are some examples of how we would ask you to support the lottery. In this way we can spread the word and encourage new members to join as well as receive more grant applications:
 - Encouraging others to join the lottery, such as members of your group, volunteers, customers and businesses;
 - Distributing flyers and membership forms;
 - Helping to promote the lottery at events;
 - Sending out information to your mailing lists.
 - Display the lottery logo on items of capital equipment grant aided by the lottery

PLEASE NOTE - If your application is successful, you will be required to put forward one new lottery member for every £1,000 of grant money you receive from us. This could be one individual or the organisation, and the membership must continue for a minimum of one year. So, for example, if your grant is £100-£1000, you will be asked to sign up one new member. If you receive £1001-£2000, it would be two members, and so on.

Some other points to note

- You can download an application form from the website and submit by e-mail to info@prideinpenrith.co.uk
- When we refer to 'Penrith and its immediate environs' we mean Penrith Town and a 5 mile radius from its centre. This includes the following villages: Clifton, Stainton, Langwathby, Plumpton, Greystoke, Great Salkeld, Little Salkeld, Bowscar, Catterlen, Blencowe, Flusco, Dacre, Tirril, Pooley Bridge, Askham, Helton, Lowther, Hackthorpe, and Melkinthorpe.
- Applications must include full details of the project.
- We aim to process applications within four to six weeks of receipt, depending on trustee meeting dates. All applications will be acknowledged within ten days.
- When your application has been processed and a recommendation made we will inform you by e-mail or letter depending how the original application was submitted.
- If your application is successful, we will release the funds in line with the project requirements on receipt of membership forms for the new lottery members you are putting forward as explained in point 10 above.
- You will then be sent a 'Project Completion Form'. Please fill this in and return it with copies of receipts on completion of the project, normally within six months of your grant being issued. Organisations who do not comply with this condition will be requested to refund their grant money.
- Please contact us in writing if you need to change your project details.
- If you cannot spend the money, or if items cost less than expected, we will ask you to return the balance.
- We reserve the right to audit the expenditure to ensure it has been spent on the items outlined in the application. Any funding inappropriately applied will need to be returned.
- We will be pleased to help with any queries. Please contact the lottery administrator on info@prideinpenrith.co.uk or 07518 011644 or use the contact form on our website.

Examples of recent funding:

- We were delighted to contribute just over £1,225 to Carleton Park Development Group, to help them to increase the range of play equipment for all ages from toddlers to teens, and also ensure it was accessible all year round by laying tarmac paths.
- We supported Cumbria Action for Sustainability with £950 towards their annual Cumbria Green Build Festival in September 2017.
- We have continued to support the annual Winter Droving in October with an award of £3,000
- We gave £750 to Penrith Chamber of Trade and Commerce towards the costs of production of their Christmas brochure to promote Penrith and its local businesses over the festive season.