



## **Community Fund Application Information and Guidance** - please read before applying

Bristol Pride Community Fund provides grants of (usually) up to £500 for projects that provide opportunities and activities which enhance or improve the lives of LGBT+ people in Bristol and the surrounding areas.

We have kept the requirements and application process simple so that applying is quick and easy.

You will need to be able to explain your idea for the project and what you plan to do with the grant fund. You will need to tell us how it will benefit LGBT+ people and / or communities and provide some evidence so we can be confident you will be able to deliver your idea.

You can use the money for a one-off event or activity, as part funding for a new project, or to help support work or a project you are already doing. We are looking to fund small or newly forming organisations / collectives / not for profits. If you have an idea, we'd love to hear from you.

### **Your project needs to meet the following criteria**

- Your project or group must be based in Bristol, Bath and North East Somerset, South Gloucestershire and North Somerset
- Your project must in some way
  - Tackle LGBT+ discrimination and / or hate crime
  - Celebrate the lives, diversity and / or achievements of LGBT+ people and / or communities
  - Foster understanding and relationships between people from diverse backgrounds, including LGBT+ people
- You must be able to complete your project and spend the funds within 12 months of being awarded the grant.
- We **do not** require that you are a registered or existing charity or organisation. Individuals or new groups/ collectives are welcome to apply
- We **do not** need you to give us lots of evidence that your project has already achieved a lot or that your project exists.

We award grants of up to £500. By exception grants may be awarded up to £1000.



## **How to apply**

Please complete our simple application form online, or send it in the post to the address below. You can request that we send you a copy of the form in the post by emailing or writing to us.

We are only able to accept completed application forms.

If you need information in a different format, need support in completing the application form, or have any questions please contact us using the details at the end of this document.

## **If you are successful and are awarded a grant**

- We will contact you to arrange a meeting to discuss how we can support your work. We will explain what we will need from you as well as any basic reporting we may need you to complete.
- You will be asked to sign a Grant Funding Agreement and we will then be able to transfer the funds to you.
- We will check in with you regularly during the period your grant covers to see how things are going and to provide support for you and help promote the work you are doing where possible.

## **What we would like from you at the end of the project;**

- A short report about the impact of the grant funding – this could include what you were able to achieve, how many activities or individuals you were able to help/support, what the outcomes/impact of the work was.
- A case study highlighting the impact of the funding – this can be written, photographed, filmed or a voice recording.
- We will arrange an end of funding meeting to talk about how the project went. We will also talk to you about any future plans you may have to develop your group or activities that have been inspired as a result of the project or activity.

## **When is the deadline?**

You can submit your application at any time in the year. Our Community Fund panel meets in March and October to decide who to award grants to. Deadlines for these panels are:

- 28th February for the March panel
- 30th September for the October panel



We will let all applicants know whether they are successful either by the end of October or March, depending on which deadline you submit your application by.

### **Contact details**

Please contact us if you have any questions about the Bristol Pride Community Fund.

**Email:** [info@bristolpride.co.uk](mailto:info@bristolpride.co.uk)

**Post:** Bristol Pride, Kambe House, 34 Portland Square, Bristol, BS2 8RG