



Lily Grant

Small Grants Guidance

Lily Grants are available as part of the combatting loneliness and social isolation project. Grants can be used to support groups. Examples include - setting up a new project/activity which will benefit the local area, expanding an existing project activity (e.g. extend the participation, range of activities available or to continue the project if at risk of closure)

To apply for a Lily Grant the Lily Grant form (Appendix A) should be completed and returned to the Lily Co-ordinator for processing and logging onto the grant application register.

The Lily Co-ordinator will provide the Lily Grant application to the Social Prescribing and Social Isolation Governance group meeting, which is held bi-monthly, for overview and any clarification. The Lily Co-ordinator will liaise with the requesting group for any further information or clarification.

The criteria in relation to grant allocation is that:-

- funds are not for individual purposes
- they are to support groups with a minimum of 3 individuals
- they expand activities and existing projects
- they are of benefit to the local area
- they are one-off with clear exit strategies for the group
- an organisation can apply for subsequent grants for different projects within their organisation

Once the Lily Grant is approved full payment will be made to the group via BACS payment. Bank details (that are under the group/project name) will be requested.

Groups in receipt of a Lily Grant will be required to provide a report to demonstrate the outcomes of the grant spend for inclusion in the Lily Annual report.

Outcomes of grants made are to be monitored (proportionately)



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ABOUT YOU AND YOUR ORGANISATION	
Your Name	
Organisation	
Address (inc. postcode)	
Telephone	
Email	
Postcode of group	
TELL US ABOUT YOUR PROJECT/REQUEST	
Describe your proposed project/activity	
How have you identified this project/activity is needed?	
What outcomes are you aiming to achieve?	
How long will the project/activity last?	

How will the project/activity be sustained?
How much are you applying for?
How do you plan to spend the grant?
Any other relevant information
Please email your application to asklily@west-norfolk.gov.uk or post to Lily Co-ordinator, BCKLWN, King's Court, Chapel Street, King's Lynn PE30 1EX
If your project involves children or vulnerable adults you will need to ensure staff and volunteers have Disclosure Barring Service checks and you will need to sign a declaration. Visit www.gov.uk/disclosure-barring-service for more details.

Office use/ Date received	
Considered by Lily Project Co-ordinator (up to £500)	
Considered by Committee (over £500)	
Comments	
Authorised/Not authorised	Date: