

## Lochaber Wards additional guidance

### **Ward Discretionary Budget**

Ward 11 (Caol & Mallaig) and 21 (Fort William & Ardnamurchan)

### **2023-2024**

Each of the Lochaber Wards has £16,000 available in this financial year to assist local projects and activity.

This guidance is supplementary to the 'applying for grant guidance' found on the Highland Council website alongside the application form.

[Grants - Ward Discretionary Fund | The Highland Council](#)

The additional guidance below is for applicants applying to the Ward Discretionary Fund covering activity and projects taking place in Wards 11 (Caol & Mallaig) and 21 (Fort William & Ardnamurchan).

#### **What type of activity or projects will be considered?**

Elected Members encourage applications for activities or projects that address the following.

- Sustainability
- Active travel
- Support for young people
- Self-sufficiency – allowing communities to deliver services for themselves
- Support for projects which encourage/deliver revenue generation
- Equalities

Applications relating to activities such as parties, festive trees or lights and fire work displays will not be considered.

Schools can apply for up to £250 per financial year relating to school trips.

#### **How much can I apply for?**

The fund normally provides grants of between £250 - £1000. If you are applying to both wards however for the same activity or project (as the project/activity covers both wards) this amount can be doubled eg. each Ward will normally provide grants up to £1,000 so if applying to both wards awards may be made for up to £2,000 in total.

You can apply for up to 75% of project/activity costs.

Applications will not normally be considered for an activity or project that has been previously awarded ward discretionary funding.

The fund will not support on-going revenue costs. Members may however exercise some discretion if the granting of a further award will enable the project/activity to be self-sustaining moving forward.

## **When can I apply?**

Members will consider applications on a rolling basis; therefore, you can apply at any time.

It normally takes approximately 2-3 weeks from receipt of your completed application form to prepare applications for consideration. It may take longer if all supporting documentation is not in place at the time of application or there are points in your application that need to be clarified before the application is ready to be considered.

As funds are considered on a rolling basis, the ward funds will remain open until all funds are exhausted for the Ward(s) within the financial year.

Please check with the Ward team before submission that ward funds are still available and to check that your project will meet the fund criteria if you are unsure –

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