



£eith Decides



local money for local projects by local people



What is £eith Decides?

£eith Decides is a way for local people to choose the projects in their area they want to get money. The decision is made on how people vote.



Every year, everybody over 8 years who lives, works, volunteers, or studies in Leith can vote.

This year there is £44,184 altogether (from Community Grants funding), to be split across the successful project applications. Half of the money (£22,092) will be given for projects asking for up to £1,000. The other half (£22,092) will be given for projects asking for between £1,000 and £3,000.

Voting is in person on the day of the **£eith Decides** event. If you cannot come to the event, you can vote by post, or in the library.



When and where?

- 25 August 2016 - Project applications in.
- 8 October 2016- 'Live' voting at Leith Community Education Centre.
- 10 October till 22 October 2016 – voting in libraries and by post.



Who can apply for money?

Any group can apply, for a project in the Leith Neighbourhood Partnership area.



The Rules

You must show that:

1. Your group has its own bank account with at least two signatories.
2. Your group has its own constitution.

Send in details of these along with your application.



Get in touch if you're not sure, or need further guidance about your group / constitution.

See addresses at the end of this paper.



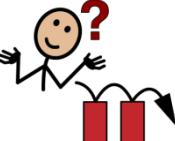
How much can we apply for?

→ **£1,000**
£3,000

For each project, you can apply for what you need, up to £3,000.

A group can make up to two applications, but each application must be for a separate, different project. Note: two applications means you will have two stalls at the event.

	<h2>What can we apply for?</h2>
	<p>A lot of different kinds of projects can help Leith. For example:</p> <ul style="list-style-type: none"> • Improving health • Helping people to find work and / or to learn new skills • Making open spaces better • Providing activities • Getting people together <p>In recent years, there have been projects supporting children, teenagers, older people, ethnic minority groups and more, in a lot of different ways.</p> <p>But, you could have new ideas for a small community project.</p>
	<h2>What kind of things will NOT be funded?</h2>
	<p>Applications won't be considered for -</p> <ul style="list-style-type: none"> • Any political or religious activity – though applications can be accepted from Faith Groups, if they are for local community work. • Routine maintenance or repairs. • Routine running costs including salaries, electricity, rent / rates, insurance, postages, telephone. • Projects that have started or are already running. It must be a new project. • Applications from schools will not be accepted (schools are the responsibility of the Council). However, parent councils / associations can apply for extra activities / facilities over and above normal learning and teaching.
	<h2>Are there any other Rules?</h2>
	<p>Yes - your project must:</p> <ul style="list-style-type: none"> • benefit people living in the Leith Neighbourhood Partnership area. • be a new project that has not started yet • have someone available to take a stall at the event on 8 Oct 2016. • projects normally should be completed by May 2017, but you can ask for more time. <p>The Leith Neighbourhood Partnership covers 2 Council wards – see the map.</p> <p>If your project involves public or private property, you must show evidence that the owner supports your project.</p> <p>If your project costs more than what you have asked for, you must show that you have the rest of the money, and can complete the project.</p>

	<p>Get in touch if you're not sure, or need further guidance about your project.</p> <p>See addresses at the end of this paper.</p>
	<p>How do we apply?</p>
 	<p>Application forms are online www.edinburghnp.org.uk/neighbourhood-partnership/leith/about/feith-decides/ and in local libraries.</p> <p>Fill out the application form and send it to Lorraine Duckworth (address at the end of this paper).</p> <p>Your application must be in by 5pm, Thursday, 25 August 2016.</p> <p>You should also enclose:</p> <ul style="list-style-type: none"> • a copy of your group's constitution • details of your group's bank account (bank sort code, account name, account number) • quotes for any items to be bought that cost £200 or more. <p>Your application will be checked by the Feith Decides Steering Group to see if it meets all these conditions. If needed, you may be asked for a bit more information.</p>
	<p>Can we get help with our application?</p>
	<p>Yes! We really want your application to succeed and are happy to help you.</p> <p>If you have a question, or would like advice or practical help, contact Jackie Mearns (address at the end of this paper)</p>
	<p>What happens next?</p>
	<p>If your application meets all the conditions:</p> <ol style="list-style-type: none"> 1. Information about your proposed project will be publicised to the Leith community on www.edinburghnp.org.uk/leith and in libraries. 2. You are expected to come and showcase your project at a stall at the Feith Decides event on 8 October 2016 at Leith Community Education Centre, New Kirkgate, Leith. More details about this will be sent to you later with the invitation. 3. People from Leith will score every project as 1 (lowest), 2, 3, 4 or 5 (highest), to decide which projects will get money.

	<p>Funding decisions are announced at 5.30 pm on Tuesday, 1 November at McDonald Road Library. If Leith people decide to fund your project:</p> <ul style="list-style-type: none"> • You will be sent a "Letter of Offer" by 25 November 2016 that will ask you to complete a simple Funding Agreement and Acceptance Form. This must be returned by 23 December 2016. • When you send back those documents, the money will be put into your bank account.
	<p>Do we need to report on the project?</p>
	<p>Yes. When the project is finished, please send:</p> <ul style="list-style-type: none"> • breakdown of how the money was spent, together with receipts, • a short informal report. <p>For example, was the project a success? What were the good and/or difficult bits? What did people say about it?</p> <p>Please send these to Lorraine Duckworth (see address below)</p>
	<p>Who do I contact?</p>
	<p>All paperwork for your application goes to Lorraine Duckworth</p> <ul style="list-style-type: none"> • Completed application form • + Bank details • + 2 signatures • + Your group's constitution <p>Lorraine Duckworth, Partnership Development Officer Leith Neighbourhood Partnership c/o Leith Library, 28-30 Ferry Road, Edinburgh, EH6 4AE E-mail: leith.decides@edinburgh.gov.uk</p>
	<p>To ask for help, please email or phone:</p> <p>Jackie Mearns Community Learning and Development, Leith Community Education Centre, 12a New Kirkgate, Edinburgh, EH6 6AD Tel: 0131 554 4750 E-mail: jackiemearns@ea.edin.sch.uk</p>
	<p>Also, keep checking the Leith Decides page on the website - www.edinburghnp.org.uk/leith</p>

Wishing you success.

From: The **Leith Decides** Steering Group

