



# £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.





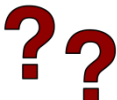












## How much can we apply for?







**→ £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.

	<p><b>What can we apply for?</b></p>
	<p>A lot of different kinds of projects can help Leith. For example:</p> <ul style="list-style-type: none"> <li>• Improving health</li> <li>• Helping people to find work and / or to learn new skills</li> <li>• Making open spaces better</li> <li>• Providing activities</li> <li>• Getting people together</li> </ul> <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>
	<p><b>What kind of things will NOT be funded?</b></p>
	<p>Applications <b>won't</b> be considered for -</p> <ul style="list-style-type: none"> <li>• Any political or religious activity – though applications can be accepted from Faith Groups, if they are for local community work.</li> <li>• Routine maintenance or repairs.</li> <li>• Routine running costs including salaries, electricity, rent / rates, insurance, postages, telephone.</li> <li>• Projects that have started or are already running. It must be a new project.</li> <li>• 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.</li> </ul>
	<p><b>Are there any other Rules?</b></p>
	<p>Yes - your project must:</p> <ul style="list-style-type: none"> <li>• benefit people living in the Leith Neighbourhood Partnership area.</li> <li>• be a new project that has not started yet</li> <li>• have someone available to take a stall at the event on 8 Oct 2016.</li> <li>• projects normally should be completed by May 2017, but you can ask for more time.</li> </ul> <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><b>Get in touch if you're not sure, or need further guidance about your project.</b></p> <p>See addresses at the end of this paper.</p>
	<p><b>How do we apply?</b></p>
  	<p>Application forms are online  <a href="http://www.edinburghnp.org.uk/neighbourhood-partnership/leith/about/feith-decides/">www.edinburghnp.org.uk/neighbourhood-partnership/leith/about/feith-decides/</a> and in local libraries.</p> <p>Fill out the application form and send it to <b>Loraine Duckworth</b> (address at the end of this paper).</p> <p>Your application must be in <b>by 5pm, Thursday, 25 August 2016.</b></p> <p>You should also enclose:</p> <ul style="list-style-type: none"> <li>• a copy of your group's constitution</li> <li>• details of your group's bank account (bank sort code, account name, account number)</li> <li>• quotes for any items to be bought that cost £200 or more.</li> </ul> <p>Your application will be checked by the <b>feith Decides</b> Steering Group to see if it meets all these conditions. If needed, you may be asked for a bit more information.</p>
	<p><b>Can we get help with our application?</b></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 <b>Jackie Mearns</b> (address at the end of this paper)</p>
	<p><b>What happens next?</b></p>
	<p><b>If your application meets all the conditions:</b></p> <ol style="list-style-type: none"> <li>1. Information about your proposed project will be publicised to the Leith community on <a href="http://www.edinburghnp.org.uk/leith">www.edinburghnp.org.uk/leith</a> and in libraries.</li> <li>2. You are expected to come and showcase your project at a stall at the <b>feith Decides</b> 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.</li> <li>3. People from Leith will score every project as 1 (lowest), 2, 3, 4 or 5 (highest), to decide which projects will get money.</li> </ol>

	<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"> <li>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.</li> <li>When you send back those documents, the money will be put into your bank account.</li> </ul>
	<p><b>Do we need to report on the project?</b></p>
	<p>Yes. When the project is finished, please send:</p> <ul style="list-style-type: none"> <li>breakdown of how the money was spent, together with receipts,</li> <li>a short informal report.</li> </ul> <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 <b>Loraine Duckworth</b> (see address below)</p>
	<p><b>Who do I contact?</b></p>
	<p>All <b>paperwork</b> for your application goes to <b>Loraine Duckworth</b></p> <ul style="list-style-type: none"> <li>Completed application form</li> <li>+ Bank details</li> <li>+ 2 signatures</li> <li>+ Your group's constitution</li> </ul> <p><b>Loraine Duckworth, Partnership Development Officer</b>  <b>Leith Neighbourhood Partnership</b>  <b>c/o Leith Library, 28-30 Ferry Road, Edinburgh, EH6 4AE</b>  <b>E-mail: <a href="mailto:leith.decides@edinburgh.gov.uk">leith.decides@edinburgh.gov.uk</a></b></p>
	<p>To ask for help, please email or phone:</p> <p><b>Jackie Mearns</b>  <b>Community Learning and Development, Leith Community Education Centre, 12a New Kirkgate, Edinburgh, EH6 6AD</b>  <b>Tel: 0131 554 4750</b>  <b>E-mail: <a href="mailto:jackiemearns@ea.edin.sch.uk">jackiemearns@ea.edin.sch.uk</a></b></p>
	<p>Also, keep checking the <b>Leith Decides</b> page on the website - <a href="http://www.edinburghnp.org.uk/leith">www.edinburghnp.org.uk/leith</a></p>



Wishing you success.  
From: The **Leith Decides** Steering Group