

TAVISTOCK AND VILLAGES INITIATIVE

Project Grant Guidance Notes

Please read these guidance notes carefully before completing the application form

TaVi has a small sum of money to be given in grants to fund projects which support the Tavistock and Villages initiative Action Plan (markets, Moors and Meadows).

1. Who is eligible?

- Organisations applying must be a not for private profit making, this does not exclude village hall committees and others with an income generating element such as a bar or shop.
- Businesses, individuals and religious organisations applying for a project that is their primary purpose may not apply.
- Projects must be based within the TaVi area and meet the aims and objectives of the TaVi action plan. To find out about this go to the TaVi website at <http://www.tavi.org.uk>, hold your cursor over the button marked "THE VISION" and follow the links that appear.

2. What level of funding is available?

- The maximum grant available is £1000.

3. What are the match funding requirements?

- We expect any project seeking funding from TaVi to seek funding from other organisations including the relevant parish or town council.

4. What must be included with the application?

- Aims and Objectives of your organisation or a copy of your governing document
- Most recent audited annual accounts
- A comprehensive and justified breakdown of the costs for which you are seeking funding.
- If you have been offered a grant from elsewhere – a copy of the offer letter.
- Evidence of having sought match funding support from the relevant parish or town council

5. What to do with the completed application?

- Please forward a **signed** hard copy to Tavistock and Villages Initiative, Westden, 20 Plymouth Road, Tavistock, Devon PL19 8AY

And Finally....

Funding is not retrospective – do not start the project before speaking to us.