

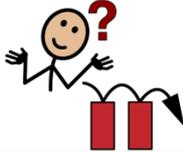


You Decide!

local money for local projects - decided by local people

	<p>What is 'You Decide!'</p> <p>You Decide! Lets local people choose which ideas should get money from the Community Grants Fund. They will decide by scoring all the bids received.</p>
	<p>This year, everybody over 8 years who lives, works, volunteers, or studies in Portobello & Craigmillar can vote.</p> <p>For 2016, all of the Community Grants funding (this year it's £21,737) will be split amongst the successful projects who apply.</p> <p>Voting is in person on the day of the 'You Decide!' event. But, if you are unable to come to the event, you can vote by post,.</p>
	<p>When and where?</p> <ul style="list-style-type: none"> • 14 May 2016, from 1-3 pm - 'Live' voting and count at the main event in Portobello Town Hall. • 14 May 2016, from 1 – 2.30 pm – voting for young people aged 8-16 in Craigmillar Library
	<p>Who can apply for money?</p> <p>Any group can apply, for a project in Portobello & Craigmillar.</p>
	<p>The Rules</p> <ol style="list-style-type: none"> 1. Your group has its own bank account with at least two signatories. 2. Your group has its own constitution. (You can get help to do this) 3. Or - another constituted group might sponsor your application. <p>Send in details of these along with your application.</p>
	<p>Get in touch if you're not sure, or need further guidance about your group / constitution.</p> <p>See addresses at the end of this paper.</p>
	<p>How much can we apply for?</p>
<p>£500, or</p>	<p>£7,500 has been set aside for smaller awards, up to £500. The remainder, £14,237, is set aside for applications up to £1,500.</p>

 £1,500	
	<p>What can we apply for?</p>
	<p>A lot of different kinds of activities that can help Portobello & Craigmillar. A few examples:</p> <ul style="list-style-type: none"> • Improving health • Helping people to find work and / or to learn new skills • Making green spaces better • Providing new activities • Getting people together <p>In recent years, there have been projects supporting children, teenagers, older people, ethnic minority groups etc. in various ways.</p> <p>But, you could have new ideas for a small community project/activity?</p>
	<p>What kind of things will NOT be funded?</p>
	<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.
	<p>Are there any other Rules?</p>
	<p>Yes - your project must:</p> <ul style="list-style-type: none"> • be for the benefit of people living in Portobello & Craigmillar • be for a new project or activity that has not started yet • be delivered by 31 March 2017. <p>If your project involves public or private property, you must show evidence that the owner supports your project. If your project costs more than £1,500, 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 advice about your idea. We are here to help.</p> <p>See addresses at the end of this paper.</p>

	<h3>How do we apply?</h3>
 	<p>Guidance and application forms are online www.edinburghnp.org.uk/neighbourhood-partnerships/portobello-and-craigmillar/about/you-decide!/ and in local libraries.</p> <p>Fill out the application form and send it to Graham Rowan (address at the end of this paper). Send it as soon as you can, in case we need more information.</p> <p>Your application must be in by 22 April 2016.</p> <p>You should also enclose:</p> <ul style="list-style-type: none"> • a copy of your group's constitution (or the sponsor) • details of your group's bank account (bank sort code, account name, account number,) • quotes for any items that cost £200 or more. <p>Your application will be checked to see if it meets all these conditions. If needed, you may be asked for a bit more information.</p>
	<h3>Can we get help with our application? Yes (see below)</h3>
 	<p>We really want your application to succeed and are happy to help you. If you have a question, or would like advice or practical help, contact Paul James (his address and phone number is at the end of this paper). Graham Rowan can also give general advice and help.</p>
	<h3>What happens next?</h3>
 	<h3>If your application meets all the conditions:</h3> <ol style="list-style-type: none"> 1. Information about your proposed project will be publicised to the community on www.edinburghnp.org.uk/neighbourhood-partnerships/portobello-and-craigmillar/. 2. You must also send one A3 sized poster about your activity no later than 22 April 2015. Your posters will be displayed at the main event, and on the Neighbourhood Partnership webpage for information. 3. You are asked to come and showcase your idea at the 'You Decide!' event from 1-3 pm on 14 May 2016 at Portobello Town Hall. If you don't attend you will not be awarded a grant. 4. Voting - People from Portobello & Craigmillar will have 5 votes to give to their favoured applications. These votes will decide which projects get money. You will know the results on 14 May 2016.

	<p>If the people of Portobello & Craigmillar decide to give money to your project:</p> <ul style="list-style-type: none"> You will be sent a "Letter of Offer" by 1 June 2016 that will ask you to complete a simple Funding Agreement and Acceptance Form. 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. For example, was the project a success? What were the good and/or difficult bits? What did people say about it? Pictures if you have them. <p>Please send these to Graham Rowan (see address below)</p>
	<p>Who do I contact?</p>
	<p>All paperwork for your application goes to Graham Rowan</p> <ul style="list-style-type: none"> Completed Application form Bank details (or sponsor details) Your group's constitution <p>Graham Rowan, Partnership Development Officer East Neighbourhood Centre, Niddrie Mains Road, Edinburgh, EH16 4DS. E-mail: Graham.Rowan@edinburgh.gov.uk or phone 0131 529 6374</p>
	<p>To get help to constitute a new group and more advice please email or phone:</p> <p>Paul James , Community Learning and Development, Castleview Primary School, 2D Greendykes Road, Edinburgh, EH16 4DP. Tel: 0131 661 6834 E-mail: paul.james@ea.edin.sch.uk</p>
	<p>Also, please keep checking our 'You Decide!' page on the website - www.edinburghnp.org.uk/neighbourhood-partnerships/portobello-and-craigmillar/about/you-decide/ .</p>



Good Luck

From the 'You Decide!' Working Group