

# People's Budget: Town Vote

## Terms & Conditions 2021

The People's Budget: Events aims to make local spending more inclusive, more transparent and more democratic. As such, we apply certain criteria to projects that are proposed, making sure they're suitable for consideration at the public vote and suitable for funding by a parish council.

### Who can apply for funding to run a project?

- Community groups, including Residents' Associations, Friends groups, charities & CICs and businesses

### Who can't apply?

- Other local authorities & other government agencies - if you apply as an individual you must get others in the locale on board with your project and work with the Community Development officer.

### How much funding is available?

There's a total of £10,000 available for by PB in next year's Council budget (2021/2022)  
You can apply for any amount up to a maximum of £1,000

### Can I use match-funding?

- Yes, you can
- *But please note that you cannot use other funding from FTC as match-funding (other than in the case of core costs for your organisation)*

### Can I apply for other funding from FTC in the same year as applying for a PB Award to run an event?

- Yes, you can
- *But not for the same event that you're applying for a PB Award for (see the main criteria below)*
- *And we may take other funding that you've received from FTC into account when we're considering the events that get put forward to the public vote*

### Criteria

- The application must be for a project that is location based
- One application per area – if there are more you will be connected together through our Community Development Officer.
- One application per group, organisation or business

- Your project must take place in Frome (as defined by the town's parish boundaries)
- Your event must directly benefit Frome's residents
- Your event should be in line with Frome Town Council's overall aims & objectives of Wellbeing, Prosperity and Environment. *Available online*  
[www.frometowncouncil.gov.uk](http://www.frometowncouncil.gov.uk)
- Ideas must be submitted onto our Your Priorities platform
- A fully completed application with comprehensive budget must be received by FTC before the closing date and time specified on the application form.
- Applications will be considered and shortlisted, against these criteria, by FTC to determine that they are suitable for putting forward to the public vote
- Your event should be run on a not-for-profit basis
- The project must be supported by local people.
- Your project must be delivered as described in your application
- Projects that are not presented as a true reflection of the application may be disqualified.
- You are fully responsible for delivering your project, including obtaining all necessary licences & permissions
- Your event must be delivered within the financial year the award relates to

### **People's Budget: Town Vote Terms & Conditions**

- We cannot fund any project retrospectively
- You will notify FTC of any issues which may affect the ability of the organisation to deliver the project as soon you can
- You will be expected to sign a PB Award acceptance agreement
- Changes to the budget or to the project itself must be agreed with FTC prior to voting period

### **Payments**

- We will pay you by BACS into a named bank or building society
- You'll need to provide proof of how your money has been spent i.e. receipted invoices
- Any part of the award that is not spent for any reason must be returned to the Council
- Failure to deliver the event could mean your full award has to be re-paid to FTC

### **Publicity**

- You must acknowledge FTC's support and funding for your event in your publicity  
*We will supply you with copies of approved logos and text to help you do this*

### **Afterwards**

- You will need to complete a post-event report – and may be invited to present at the Annual Town Meeting
- Organisations are required to include the grant in their financial accounting as a specified restricted income and expenditure.

## **Restrictions**

We're unlikely to put forward events that:

- Only help an individual
- Are being proposed by groups or businesses that have had a previous funding from FTC which was not managed satisfactorily

We won't put forward events:

- With an overtly or exclusively political agenda
- Likewise: we will not fund events with an overtly or exclusively religious agenda
- Interfere with Council business
- Have unauthorised financial implications for the Council

## **Finally**

- Frome Town Council reserves the right to not fund an project or to withdraw funding if it becomes apparent that any of these Terms & Conditions are not being met
- Frome Town Council reserves the right to change these Terms & Conditions without notice