

How to apply for Community Chest Funding

If you are interested in applying for Community Chest funding, please contact Acton Gardens for an information pack. This will include further information, eligibility criteria and application form.

Complete and submit Community Chest application form, ensuring you provide as many details as possible to aid your application. Please see overleaf for application deadlines.

Your application will be reviewed by the Community Chest Sub-group against the score criteria. It will then be put forward to the Community Board for approval.

Successful

- You will be contacted within 5 working days.
- A meeting between your organisation and Acton Gardens will be arranged to sign funding agreement and expectations of grant form.
- You will be required to supply evaluation of project, receipts and monitoring forms 30 days after your completed project.

Further Information

- You will be contacted by telephone or in writing regarding the information that is required by the board.
- Additional information to be re-submitted at the following board meeting.

Non-successful

- You will be informed in writing within 5 working days with an explanation why you have not been successful, based on the scoring criteria.

For further information and application submissions, please contact:

Suzanne Keys or Toni Hodson: 0844 406 9000 (ext 7147 or 6421)

skeys1@lqgroup.org.uk or thodson@lqgroup.org.uk

Please see below for Community Chest Application deadlines,
meetings and decision dates

2017/2018

Application Deadline	Community Chest Sub Meeting	Community Board	Notified of Decision
Mon 22 May	Tues 6 June	Mon 19 June	Mon 26 June
Mon 21 Aug	Tues 5 Sept	Mon 18 Sept	Mon 25 Sept

Please note:

Funds can take up to **8 weeks** from the date of receiving successful applicants' invoices: please consider this when applying for funding and ensure you apply in advance of your project start date.