

# CRITERIA

## COMMUNITY FUND FOR GROUPS AND ACTIVITIES IN OXFORD: CRITERIA AND GUIDELINES FOR APPLICATIONS TO THE FUND

### Who can apply to the Fund?

Groups or organisations external to the University, that wholly, or largely, draw their membership<sup>1</sup> from the Oxford City area, as defined by the Oxford City Council boundaries. Student groups will not normally qualify for funding from this fund unless the activity is deemed to be mainly of benefit to the community.

Unsuccessful and successful applicants can reapply. However the committee will not fund a project which has received money from the fund in the last twelve months.

### What kind of projects will be funded?

Priority will be given to activities which do all or some of the following:

- promote and celebrate the city of Oxford's heritage, whether physical or cultural;
- promote educational development among the under-18 age group in the Oxford City area;
- benefit communities in Oxford City
- increase engagement between the University and the community.
- promote knowledge exchange and widening participation.

All applications will be considered on a case-by-case basis. A decision to fund a particular project does not necessarily mean that a project of that nature will automatically be supported in the future. Similarly, a decision not to fund a particular project does not mean that no such projects will ever be supported in the future.

Because of the demand on the fund, applicants are advised that they are unlikely to be supported unless they can demonstrate that they have a strong case in at least two of the criteria.

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<sup>1</sup> Which may be open to University members

### **What kind of projects will not be funded?**

Funding will not ordinarily be provided for:

- Capital projects or to cover day-to-day running costs eg staff costs, rent or building maintenance and subsistence.
- subscriptions or memberships to external bodies, which aim to provide a service to the University; and
- purposes for which other financial support exists within the University.
- PTAs and school fund-raising projects,
- Projects which are limited to small sections of the community where there are no other qualifying needs will not normally be considered

### **Amount of funding available**

£50k of funding has been made available for the financial year 2016/17. Bids will be considered on a gathered field basis, twice a year, by the Community Fund Management Board. Individual grants are expected to be no more than 3K.

### **How to apply**

Bids for funding should take the form of a written submission (no more than 2000 words) outlining:

- the level of funding requested;
- how the funding would be used;
- how the initiative fulfils the criteria outlined above;
- timescales; and
- details of any other funding secured.

If funding is awarded, the University will require an evaluation form to be filled in and receipts for expenditure at the end of the financial year.

### **Further information**

Please contact Margaret Ounsley ([margaret.ounsley@admin.ox.ac.uk](mailto:margaret.ounsley@admin.ox.ac.uk)) tel: (2)80673), Head of Government and Community Relations, for further information and advice.

All grant forms should be submitted to [community.grants@admin.ox.ac.uk](mailto:community.grants@admin.ox.ac.uk) by the deadline specified.