



LISKEARD TOWN COUNCIL

GRANT AWARDING POLICY

Aim: Liskeard Town Council allocates a grants budget annually to assist other organisations within the town to achieve projects, services, exhibitions and events of benefit to the town and its residents.

Eligibility Criteria to assist potential applicants and Councillors on the Finance, Economic Development & General Purposes Committee.

- Applications can only be considered if they can demonstrate that the grant aid will be of benefit to the community of Liskeard.
- Grants will only be given to non-profit making organisations.
- All grant applications must be accompanied by the latest set of accounts, failing this, a current statement of the funds and balances.
- An individual may not receive a grant, although a club or association can apply.
- A single business cannot receive a grant, although a Trade Association or Chamber might put forward an eligible project.
- Grants will not be awarded retrospectively to any project.
- Grants will not be given for normal repairs or maintenance.
- Grants will not be paid against the normal operating costs of an organisation, e.g. wages, rents, stock etc.
- Normally awards of grant will be in the range of £50 - £500. For applications which the Committee considers are exceptional, the Committee can reserve the right to approve a grant of up to £5,000. The approval of a larger sum would need to be ratified by the Town Council under Financial Regulation 5.8 of the Revised Regulations adopted on 20 October 2015.

- The money must be used within two years of being awarded.
- Should a grant be awarded the Town Council requires as a condition of approval that the support of the Town Council is acknowledged in all relevant press releases, social media posts etc. and that the recipients of grants give feedback to the Town Council on the use of the monies awarded. This could include presenting information at the public annual meeting.
- Applications are welcomed from community groups, social enterprises, trusts and charities.
- Should the project be appropriate the Town Council would encourage applicants to seek the support of other grant bodies including from those outside of the town. This will help to draw down the maximum amount of external investment into the town.
- That a project seeking town council grant assistance should not already have been approved for the award of a Town Forum grant. (Note – funds held by the Town Forum have been provided by the Town Council).
- Each applicant will only be permitted one grant approval per financial year.
- Should the grant fund the purchase of an asset or service, which could be used by other community groups when not required, the applicant is encouraged to share the benefit.
- Applications must be made on the form supplied.
- Applications to be sent by e-mail to the Town Clerk townclerk@liskeard.gov.uk or posted or handed into the Town Council Offices at 3-5 West Street, Liskeard PL14 6BW
- Correctly completed applications will be considered by the Finance, Economic Development & General Purposes Committee of the Town Council. The applicant may attend the Committee and present their application to the Committee if the applicant wishes.
- If the proposed project does not comply with the above guidelines, it will not be considered by the Committee.

Adopted: 19 March 2019

Modified: As circumstances require

Review March 2021

LISKEARD TOWN COUNCIL
GRANT APPLICATION FORM

Do not complete the Application Form until you have read the Grant Awarding Policy and believe that you comply with it.

By making the application you are giving consent for the information to be shared with Councillors and the public

**When you have completed this form please send it to:
The Town Clerk, 3-5 West Street, Liskeard PL14 6BW**

Name of Applicant / Organisation	The Early Energy Centre
Person to contact	Kate Rogers
Position Held	Director
How are you funded?	The Early Energy Centre is a social enterprise. So far, projects have been funded by small membership fees and ticket sales to its events. Any profit that is made (which is always minimal) will automatically go back into the enterprise to improve the experience for young people involved in the next project, or into marketing in order to reach more young people.
What benefits will your project give to the town, visibly or in the Community? Who in the Town will benefit?	<p>The town will benefit from having an art installation curated by professional artists, made up of art (in various mediums) from local school children. It will bring a high level of culture to the town and will be free to experience; benefiting both members of the community and visitors. The art installation will act as a call to action to care about the environment, so it will demonstrate Liskeard's commitment to sustainability. 600 local children will enjoy a live performance of Disney's Moana Jr, without having to leave the town centre. They will participate in professional creative workshops and produce art for the installation. This is an opportunity that is very rare and often completely inaccessible to children in receipt of Pupil Premium or Free School Meals.</p> <p>Professional artists will benefit from having a rewarding experience and paid work, which is vital to keep creativity and culture alive following the pandemic. Finally, three 'workshop support' roles will be available to aspiring 18-25 yr olds, creating opportunity for progression in Cornwall. Talented,</p>

	<p>aspiring young people often feel the need to leave Cornwall to gain opportunities such as this.</p>
<p>A brief description of your project</p>	<p>Be More Moana! is an innovative project that aims to harness children’s creativity and give them a voice to be a force for good. Children will watch a live production of Disney’s Moana Jr and explore the themes of bravery and protecting the environment through workshops delivered by professional artists. They will devise art that acts as a ‘call to action’ to their community, which will then be brought together to form an art installation at the same time as Moana Jr. is performed.</p> <p>This will take place from 28th June – 11th July 2021</p> <p>The Early Energy Centre has been granted the rights perform Disney’s Moana Jr by MTI. They will fund their production through memberships and ticket sales. Funding from the Town Council will enable extra shows to be performed to local school children, so the story acts as an inspirational hook on the themes of respecting the environment. The art installation will happen at the same time as the production, heightening the cultural experience for the community. Be More Moana! will act as a separate project that runs alongside the production of Moana Jr.</p> <p>School children experience outlined:</p> <ul style="list-style-type: none"> • Watch a live performance of Disney’s Moana Jr • Participate in a workshop delivered by professional artists exploring the themes of looking after the environment • Produce a piece of art. This could be a sculpture made up of items found on a beach clean, a dance or piece of creative writing. Their art will act as a call to action to their community to look after the environment and will be guided by industry professionals • A professional artist will curate an installation incorporating all of the children’s work • Children will then see their art become part of a huge, inspiring installation – an incredibly rich and fulfilling learning experience for them • A videographer will create a video of the installation for art work that is in a live performance medium and will capture the installation digitally so it can leave a lasting legacy.

<p>Have you previously received a grant from Liskeard Town Council?</p> <p>If 'Yes' please indicate</p>	<p>NO</p> <p>(a) When (Date) NA</p> <p>(b) Amount received £ NA</p>																																								
<p>What is the total cost of your Project?</p> <p>What sum of money are you looking for from the Town Council and what exactly will it be used to support?</p> <p>How is the difference to be funded?</p>	<p>The Council cannot fund the normal ongoing operating costs of organisations. This application should not contain such costs.</p> <p>We are asking the Town Council for £3,129. This is to pay the practitioners for their work which will make the project possible. Other costs including venue and marketing will be covered by The Early Energy Centre's membership fees and ticket sales of their production of Moana Jr. The Real Ideas Organisation have also offered support in marketing and recruitment should the project receive the funding necessary to go ahead. The marketing budget is £500, covered by The Early Energy Centre and The Real Ideas Organisation (a gift in kind). The venue costs are variable; currently, Liskeard Public Hall is an indoor option. Ticket sales will cover the cost of hire. Liskeard Hillfort Primary is an outdoor option, which is a safer option if any COVID restrictions are still in place. The money saved from not hiring the Public Hall will be put into accessibility and technical costs (outdoor PA system).</p> <table border="1" data-bbox="547 1357 1541 1729"> <thead> <tr> <th>Role</th> <th>No.</th> <th>Rate</th> <th>Calls</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Project Manager</td> <td>1</td> <td>£500 p/week</td> <td>1</td> <td>£500</td> </tr> <tr> <td>Workshop Leaders</td> <td>3</td> <td>£100 p/session (5hrs)</td> <td>3</td> <td>£900</td> </tr> <tr> <td>Workshop Support</td> <td>3</td> <td>£50 p/session (5hrs)</td> <td>3</td> <td>£450</td> </tr> <tr> <td>Musicians</td> <td>4</td> <td>£50 p/call</td> <td>3</td> <td>£300</td> </tr> <tr> <td>Technicians</td> <td>2</td> <td>£50</td> <td>3</td> <td>£150</td> </tr> <tr> <td>Videographer</td> <td>1</td> <td>£150 /session</td> <td>2</td> <td>£300</td> </tr> <tr> <td>Artist</td> <td>1</td> <td>£529 p/week</td> <td>1</td> <td>£529</td> </tr> </tbody> </table> <p>Total: £3,129</p> <p>Each of these roles is created specifically for this project, these figures do not include any operating or salary costs for the Early Energy Centre. Rates of pay are inline with Equity & ITC rates, Musicians Union rates and slightly above the National Living Wage.</p>	Role	No.	Rate	Calls	Total	Project Manager	1	£500 p/week	1	£500	Workshop Leaders	3	£100 p/session (5hrs)	3	£900	Workshop Support	3	£50 p/session (5hrs)	3	£450	Musicians	4	£50 p/call	3	£300	Technicians	2	£50	3	£150	Videographer	1	£150 /session	2	£300	Artist	1	£529 p/week	1	£529
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Charity Number or Registered Company Number (if applicable)	<p>Please do not sign your name in this box.</p> <p>Registered Company = 12183401 Currently, The Early Energy Centre is registered as a Limited Company with Companies House. It is currently being reconstituted to an official not for profit, though.</p> <p>Date: 11th May 2021</p>

IF POSSIBLE, PLEASE PROVIDE AN UP TO DATE COPY OF THE ORGANISATIONS ACCOUNTS