

Applying for Funding

Your group may wish to apply for funding to help improve your park. When applying for funding it is really important that the funder you apply to is willing to give funds for projects similar to yours (It would not be advisable to apply for an environment grant if you wanted to set up a sports project, for example). By reading through the information provided with the application form you will be able to work out what the funder is willing to give money for.

When filling in applications, please bear the following points in mind

1. If filling in a paper form, photocopy the application first. It's good to have a spare copy in case you make any mistakes.
2. Don't be too extravagant with your first bid, it is better to apply for smaller amounts of money when you first begin. Funders like to see experience of dealing with money and projects before they offer you a large sum of money.
3. Make a list of the funders aims and objectives and make statements about how your project will reach these.
4. Funders like projects which meet the needs of local people. If you have completed a piece of consultation that shows that your project will meet these needs, try to refer to it in the application.
5. Funders also like to fund projects which include more than one group or organisation. Refer to the fact that you work in partnership with Hackney Council and any other groups or organisations.
6. Before filling out the application make sure that you have a full project proposal that covers how the project will be managed. Funders like to give money to groups who are well organised and would be ready to start the project as soon as the money is available.
7. Try not to ramble, include everything that you feel you need to write but write it in the shortest way possible.
8. Make sure you mention any match funding you have received. Equipment, facilities or staff given in kind can be classed as match funding; speak to the Parks Development Team to get a cost for these items.
9. Make a checklist of any extra information other than the application form which needs to be returned to the funder, such as a constitution or financial records. Tick each item as you put it in the envelope.

10. If you are not successful with your first bid, don't give up, try again! Some funders will give you an explanation of why you were not successful if you request it in writing.

11. Try to get a copy of a successful application for that funder, this will show you what kind of things the funders are looking for. Many User Groups apply to the same funders so another group may be able to offer you some help.

12. Finally, remember that the Parks Development Team is always available to offer help and support to your group and can also offer a list of potential funders.

Useful Contacts:

Parks Development Team:

Sam Parry; Sam.Parry@hackney.gov.uk; 020 8356 4899