

Heriot Community Fund Micro Grant Guidelines

Applying for up to £250



Before you begin

Please note: this form is only for micro grant applications to the Heriot Community Fund.

Application forms can be requested from SSE or from Heriot community council. These documents will be updated from time to time. Please make sure you have the latest version.

Key information

What are micro grants?	Micro grants are intended to make the Heriot Community Fund available to individuals and small local groups who need small amounts to pursue their objectives. The process of applying for and receiving a micro grant is intended to be relatively quick and light touch, and will be managed by your local Community Council.
How much can I apply for using this application form?	Up to £250. For groups with a constitution, larger grants are available by applying to SSE. For more information please contact Ciara Wilson at ciara.wilson@sse.com or on 0141 224 7191.
Which areas can benefit from the fund?	The community council area of Heriot in the Scottish Borders.
How do I apply for a micro grant?	Individuals and groups seeking a micro grant should complete the short application form available at www.sse.com/community/funds/clydeborders/ . Completed application forms should be sent directly to Heriot Community Council.
When can I apply?	There is no closing date for applications for micro grants and applications can be accepted at any time.
When are decisions made?	The Community Council will inform you by letter of the outcome of your application as soon as possible, but the timescale will depend on when community council meetings are held. Please note that applications submitted immediately before a meeting may not be considered until the following meeting.
Who can apply?	Applications for micro grants can be accepted from groups – including those who don't have a written constitution or set of rules – and individuals. Individuals must be living in the community council area of Heriot and must be able to demonstrate how their project is of benefit to the wider community.
What can micro grants be used for?	Community-focussed or charitable activities which: <ul style="list-style-type: none">• enhance quality of life for local residents;• contribute to vibrant, healthy, successful and sustainable communities; and/or• promote community spirit and encourage community activity
Are there any activities you're unable to support?	<ul style="list-style-type: none">• Projects which do not benefit people living within the community council area of Heriot.• The advancement of religion or politics (including requests to support the core activities of religious or political groups)• The purchase of second hand vehicles• Costs of energy consumption

- The repayment of loans or payment of debts
- Costs already incurred or activities which will take place before we have made a decision on an application (retrospective funding).
- Payments towards areas generally understood to be the exclusive responsibility of statutory authorities.
- Applications that are for the sole benefit to flora and fauna. Applicants are invited to demonstrate the direct benefit to the local community and/or service users in cases where the grant application is concerned with flora and fauna.
- Anti-wind farm/renewable energy activities, including activities contrary to the interests of SSE and its subsidiaries.

Additional information

- You may only apply for one micro grant at a time.
- If your application is successful, you will not be able to reapply for another micro grant for 12 months has elapsed, although in exceptional circumstances the Community Council may decide to waive this.
- If your application is unsuccessful, you may reapply immediately.
- Any grant received must be spent within one year of being awarded.
- Applying for, or holding, a grant from the micro grants scheme does not prevent constituted, not for profit groups and organisations from applying for a grant from any other grant-making programme operated through the main Heriot Community Fund provided that the application is not to support the same project or activity.
- Please bear in mind that requests for micro grants may exceed the limited amount of funding available and not all applications may be successful.

Completed forms should be sent to your local Community Council

Please send your completed micro grant application form to your local community council using the contact below.

If you wish to know which Community Council you live in, information and maps can be found in the Community Council section of Scottish Borders Council's website www.scotborders.gov.uk/

XXXX XXXX, Secretary, Heriot Community Council, address, address, postcode
 Email: XXXXXXXXX XXXXXXXX