



Devon Gardens Trust  
Exeter Community Centre  
17 St David's Hill  
Exeter  
Devon EX4 3RG

[chair@devongardenstrust.org.uk](mailto:chair@devongardenstrust.org.uk)

## COMMUNITY GRANTS SCHEME – NOTES FOR APPLICANTS

Devon Gardens Trust's Community Grants Scheme has an annual grant fund of £10,000. Grant applications are evaluated twice a year, with application deadlines of June 30<sup>th</sup> and December 31st. Applicants will be notified by the end of the following month.

We will consider applications for up to £5,000 at each application date but may choose to fund several smaller projects up to this total amount.

Applications will be considered from volunteer groups, local charities or community interest companies, and schools. The applying group will need to demonstrate that it is competent to manage the grant and project, and that there is considerable public benefit.

The project must be based in the county of Devon.

The project can be any activity relating to a publicly accessible garden, park or open space, or school garden that achieves the objects of the Trust and is of public benefit.

We will particularly be encouraging applications that reflect the Trust's priorities around heritage conservation, sharing knowledge, and encouraging inclusive participation and public enjoyment of historic parks, gardens or other open spaces.

We will be looking for something that will act as seed-funding for a sustainable activity. For example, an application to fund a restoration plan, Friends Group set-up costs, research project, or volunteer training scheme rather than one-off events.

Preference will be given to helping smaller organisations, where a grant can have more significant impact.

We do not fund projects which have already been completed. Grants are for future work only.

Preference to projects that will be substantially completed within 12 months of the application.

Having previously been awarded or refused a grant has no bearing on your ability to apply again.



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## TERMS AND CONDITIONS OF COMMUNITY GRANTS

An offer of grant aid must be accepted in writing and will be subject to the following conditions:

1. A grant may only be used for the purpose for which it was awarded according to the information set out in the application.
2. The recipient will be required to report on the use made of the grant at completion or otherwise as agreed and may be asked for supporting documentation such as invoices.
3. All projects should be completed within 18 months of the grant offer. If problems arise the applicant must contact DGT.
4. If planning approval or listed building consent is required, these must have been obtained before a grant can be approved.
5. Written permission from the land or property owner must be obtained.
6. Written quotations for any work by a contractor must be provided.
7. The recipient must notify DGT regarding the start and completion of the project.
8. A grant awarded by DGT must be recognised in publicity about the project.
9. DGT may ask successful applicants to submit an article about the project for its newsletter, website or social media. DGT also reserves the right to publish information about the project.

Applications must be submitted using the form downloaded from the DGT website, completed and sent by email to [chair@devongardenstrust.org.uk](mailto:chair@devongardenstrust.org.uk) by the end of June or December.

Your application will be acknowledged by email within two weeks of receipt. If your proposal is not eligible, you will be notified by email.

Applicants will be notified of grant decisions by no later than the end of the July or January following the application deadline.

For any questions not answered by these guidelines, please email [chair@devongardenstrust.org.uk](mailto:chair@devongardenstrust.org.uk)