

Community Trust Fund

FAQs



> How can I apply?

Applications to the Community Trust Fund can only be submitted online at manchesterairport.co.uk/manweb.nsf/Content/CommunityTrustFund

> How much can I apply for?

The Maximum grant is £3,000.00. In 2013 the average award given was £2,000. If you are a newly formed group (less than three months) or you are unable to provide accounts to support your application, you will need to supply projection figures i.e. what you intend to spend, what activities you intend to do and where your group will seek funding to ensure the viability of the group, this needs to be at least a 2yr projection.

> Do groups always get the full amount they apply for?

No. The Community Trust Fund have a limited pot of money and may only have enough to make a donation towards the project, so they will like to see the groups/organisations showing that they are active in gaining funds elsewhere.

> Does my group have to own the building?

Your group either needs to own the building or have a long lease, at least 5 years left on the lease, the trustees like to see that the group have sustainability and are able to see the project through.

> Who can apply?

Community groups, voluntary groups, self-help groups, community charities or local branches of national charities are eligible to apply. Your group may be formed to do a single project and that is fine as long as it is formed with a bank account and clear criteria. If you are a school or other community building you need to demonstrate how you are providing something to the wider community over and above your statutory obligations and how it would be accessed out of normal opening hours.

> What types of things can my group apply for?

Anything which is tangible and long lasting i.e. equipment - for example white goods, play equipment, furniture etc (see examples of groups - link to the groups on website i.e. pictures). See question 5 for Kit or Uniform. Please note we cannot fund applications retrospectively or reimburse costs for projects that have previously taken place. If you need further clarification as to whether your project items are eligible, please call 0161 489 5281.

> Can my group apply for running costs?

No, - the Community Trust Fund states clearly that such costs can not be funded, examples would be - Heat, Light, Salaries, Fees, Subscriptions, Coach fees, Football/Uniform Kits.

> Can my group apply for maintenance costs?

No, the Community Trust Fund can not fund costs that are deemed as general maintenance i.e decorating, repairs to windows, roofs, electrical etc.

> What account information is required for applications?

Before applications can be considered, the trustees will need to see a recent bank statement for the group/organisation, at least 2 quotes for the items requested, clear financials i.e. income & expenditure for the group. To clarify this further, please see our process guidelines.

➤ **How much extra information can a group include?**

Within the on-line application form, there is a section “Please describe what you are applying for”, which is half way down the page. There is a maximum of 500 words, equivalent to 2 x A4 sheets of paper. Please note any excess will be disregarded.

➤ **How long does it take to get a decision?**

The Community Trust Fund meet four times a year - January, April, July, October. Once a meeting has taken place, groups will receive a letter notifying them whether their application has been successful or otherwise. If your application has been completed correctly and all required supporting documents have been received then the process should take no longer than 7-10 working days from the date of the meeting i.e. 16th January meeting, decision would be no later than 30th of January at the latest.

➤ **Who decides whether my group is successful?**

The Community Trust Fund is made up of eight trustees, who have been appointed by the local authorities of Manchester, Stockport, Trafford, Cheshire East, Cheshire West & Tameside and two members of the Airport Company Board. The Trustees evaluate applications using their knowledge to ensure the greatest possible benefit goes to the community.

➤ **Newly Formed Groups**

If you are a newly formed group (within the 12 months) you will need a letter of support, this can be off a local councillor who know your group or doctor/ leader or an active member within the community but they must not be related / associated to the group.