



# KNOWLE WEST ALLIANCE

rooted in the community; growing for the future

## How do you get involved?

Submit your idea

A short proposal form should be completed by the group submitting the idea using the form provided, this is made up of;

- up to date contact details
- project name
- project summary
- which priority it meets and how
  - Making a Safer place
  - Making a Friendlier place
  - Making a Greener place
  - Making a Cleaner place
  - Making an active place
- How much you are applying for and how the funds will help with the idea
- Return the proposal by 3<sup>rd</sup> July 2019

What happens next?

All proposals are reviewed and the group/school will be contacted about presenting their idea at a public meeting in a local Knowle West venue. (proposed date mid-May 15/16th)

- Qualifying proposals: the group will be asked to do a 4-minute presentation about their idea, this can be presented by an individual or several members of the group
- At the end of the presentation up to 4 questions will be asked by the audience
- The audience will decide if the project should receive the funding by voting at the event
- The group can vote on all the proposals including their own
- Results will be shared at the end of the event

How are the funds released?

- The funds will be released by the Alliance fund holder 'The Knowle West Media Centre'
- This can either be through production of receipts or invoices or to a third party such as a school or community group. If a third party is to be used, you will need their permission and we will need their bank details.



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When your project is completed?

- Evidence of how your project has worked should be gathered this can include photos, messages from those impacted by it, videos, news stories etc. They can be shared through our social media and web channels as well as your own
- Monitoring of your project will be through a combination of the evidence of work you completed (see above) and through a short presentation at a future grants event.

For more information or help contact [Emily.smith@kwalliance.co.uk](mailto:Emily.smith@kwalliance.co.uk)