



Community
Housing Grants
Scheme
Terms & Conditions



DDC Community Housing Grants Scheme Terms & Conditions

In submitting an application to the DDC Community Housing Grants Scheme you are confirming that you understand the following terms and conditions and that your organisation agrees to fully comply with these.

1. The contact named in the application form is authorised to submit the application on behalf of the organisation/ group who will receive the grant.
2. The information provided in the application is true and correct.
3. Any supporting information required is supplied and is true and correct.
4. Your organisation has an up to date constitution and a copy of this is submitted with the application form.
5. If your organisation produces accounts, a copy of the latest agreed accounts must be submitted with the application. If not, your organisation must instead supply a copy of your latest bank statement where the account balance and account details are clearly visible.
6. Your organisation has a suitable current bank account that can accept a payment by Bacs. This also requires that the account is in the same name as the organisation named in the application form **and** on the constitution **and** has at least 2 named signatories that match the names given in the application where required.
7. Your organisation will inform DDC of any changes to the bank account details provided.
8. If your organisation is not the land owner, their permission must be given in writing with the application form.
9. If successful, the grant will only be used for the purposes and project specified in the application.
10. Grants are only awarded for community led projects which will deliver affordable housing on a not for profit basis.
11. Your organisation/group will complete the grants monitoring processes including the provision of any evidence required by DDC to support this.
12. Your group accepts that DDC may use the any photographic or video records of the activities funded by your grant to help promote the DDC Community Housing Grants Scheme in future, unless you have sought written agreement with DDC not to do this.
13. The information provided in all applications will be retained and may be used by Dover District Council for monitoring purposes. This includes sharing the information provided with other grant providers to ensure grants are not duplicated.
14. The funding awarded for the project detailed in this application will be spent before the 31 March in the financial year it was given.
15. If your project does continue over a longer period, you will need to show in your application that you have plans to cover future costs.
16. That this grant is a one-off grant payment and does not entitle the applicant to receive further grant support in subsequent years.
17. Your organisation/group has not received and will not receive funding from another source for the costs Dover District Council has been asked to fund in the application.
18. Your organisation/group will give recognition to Dover District Council in any publicity related to the project specified in this application.

The Dover District Council Community Housing Grants Scheme is delivered through





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19. Grants will be made in accordance with the eligibility criteria for the Dover District Council Community Housing Grant Scheme and with the Council's Equality and Diversity Policy Statement.
20. Grants may only be used for the purposes specified in this application.
21. If there are any changes to any aspect of your project you must notify the Council immediately.
22. The Council reserves the right at any time to recoup part, or all, of the grant amount if it is not spent as specified, or as agreed otherwise with Dover District Council.
23. Your organisation/group will comply with all the above terms and conditions that apply to the Dover District Council Community Housing Grant Scheme.

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