

# LOVE LEWISHAM MICRO GRANTS

## Community Organisation Partner

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### What it means when supporting a resident-led project

#### Why are we asking local community organisations to help?

Local groups often know their neighbourhoods well. A Community Organisation Partner gives a resident-led project the organisational support needed for a grant of over £200.

#### The resident keeps ownership.

The resident continues to lead the idea and organise the activity. Supporting the project does not mean taking it over.

#### The minimum organisation role

If your organisation agrees, it must be willing to:

- agree arrangements with the resident;
- receive and manage any grant awarded;
- agree how the funding will be used;
- use the grant only for the approved project and budget;
- keep financial records, including receipts and invoices;
- help the resident complete the final monitoring;
- tell the Council if the project, budget or partnership changes significantly.

#### Optional extra support:

Your organisation can choose to help with purchases, volunteers, project delivery or promotion. This should be agreed with the resident in advance of them submitting an application.

#### A record of this agreement to support the Resident:

We will need your organisation to complete and sign a short partnership agreement form for the resident to proceed with their application.

#### What will the organisation need to do?

An authorised representative will complete a short support form confirming:

- the organisation's details and main contact;
- that it has a bank account and can manage the funding;
- what has been agreed with the resident;
- who will make purchases or payments;
- any administration or project-management costs;
- relevant governance, safeguarding or insurance arrangements;
- any actual, potential or perceived conflict of interest.

If successful, the Council may ask to see relevant documents before funding is released.

#### Your own application

Your organisation can still apply for its own project. Each application must be separate and must not split one larger project into several applications.

#### Potential benefits

- supporting residents to improve their local area;
- building stronger relationships with local people;
- recognition as a Lewisham Council funded organisation if the project receives an award;
- possible promotion through Council channels or case studies, with your organisation's agreement.

#### No obligation to say yes.

Please consider any request against your organisation's capacity, governance arrangements and connection to the project.

Contact us if you would like to talk through the role [community.funding@lewisham.gov.uk](mailto:community.funding@lewisham.gov.uk)