



WANA



WITHERLEY & ATTERTON
NEIGHBOURS ASSOCIATION

Grant Policy

1. Purpose and eligibility

Groups or individuals are invited to apply for a grant from Witherley & Atterton Neighbours Association (WANA) that will support projects that meet the WANA Constitution aims objectives. All projects must be delivered within the geographical boundary for WANA, as defined in the Constitution as the electoral wards of Witherley and Atterton. Grants will be awarded subject to the funding available and approval by the WANA Steering Group, all decisions will be final.

2. Conditions

- The following conditions apply to any application for a WANA grant:
- The project must be within the catchment of WANA as defined above and in the Constitution.
- We would not expect a single grant to exceed £500 per application
- One grant per eligible Organisation per financial year will be considered
- The grant must be used to support projects that meet the WANA Constitution aims objectives; in that they will enhance or improve the lives of the people living in the WANA catchment area.
- The organisation applying for the grant must have a bank account, WANA funds cannot be released to an individual's personal bank account.

3. Application process

All applications must be submitted on the WANA grant form in appendix 1

Applications for funding will be accepted for a range of items including (for example)

- Training of volunteers
- New equipment
- Replacement of worn equipment
- Maintenance costs
- Activities

(This list is not exhaustive, and all reasonable applications will be considered)

The applicant must complete the WANA grant application form which will detail:

- The name of the organisation
- The proposed project
- Intended outcomes
- Timescale for the project
- Success measures

The completed WANA application form must be submitted, by the 8th of the month for consideration at the next WANA Steering Group, to the Secretary of WANA secretary@wana.org.uk

The secretary reserves the right to request further information from the applicant should the need arise.

4. Application Decisions

Completed applications will be discussed at the next WANA Steering Group meeting, the outcome will be communicated to the applicant within 10 working days of the meeting.

Possible outcomes:

- Approved
- Approved with caveats
- Declined

For applications that are approved the Treasurer will ensure that the award is transferred electronically to the applicant within one calendar month of the meeting.

For applications that are approved with caveats, no funding will be released by the Treasurer until the caveats have been met.

For declined projects, written feedback will be provided, and an opportunity given to support the applicant to resubmit where the Steering Group has agreed that it is appropriate to do so.

All decisions are final; there is no recourse to appeal the final decision.

5. Post grant evaluation

WANA will require an evaluation report following allocation of the grant. An evaluation proforma will be forwarded to the lead applicant 6 months following the award.

6. Support

Any eligible Organisation considering making an application are welcome to contact the secretary for advice and support with their application; WANA can also provide information on other potential funding sources and support applications to other grant awarding bodies.

Document history:

Adopted at a meeting of the Steering Group held on: 22nd October 2025

Reviewed date:

What is the timescale for the project?

How will the success of the project be measured?

Name of the person completing the application

Signature of the person completing the application

Date of application

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For WANA USE
Date Received:
Date Acknowledged:
Date of steering Group:
Outcome:
Date evaluation due

