The Allotments
Regeneration Initiative

Flowchart

Fundraising for beginners

Does your allotment site have an association?

no → Elect a committee, draw up a constitution and open an association bank account with 2+ signatories (available with most banks).

yes

Do you have a clear idea of what your site needs money for and why?

no → Hold a meeting, draw up a project plan and aims, decide what you want to achieve and when. Think of it as a business plan.

yes

Find out how much it is all going to cost and draw up budgets. Prioritise - it is better to get one item funded and 'put to bed' before you start the next.

Does your project have clear benefits to the wider community, either the general public or a deprived section of it? **and** Do you have the capacity and long-term stability to cope with the paper-work and follow-up involved with grants?

no → **Do not alter your project aims, just so that you can access grants.** Income generation is a better plan of action (e.g. organising fundraising events, sale of products and services). Reducing the amount of money you need is also important through reclaimed and donated materials and voluntary help. See *Income generation* and *Reducing the need for money* factsheets in this pack.

yes

Issues to consider before you apply for grants include:

1 Who is filling out the grant forms?

2 Who will write the reports if you get the money?

3 You will still need to carry out income generation: most grant bodies will only pay for part of the project costs.

Raising some funds yourself will help your grant application and means less form filling now and later on.

Your next step is to find out which grant scheme(s) are most relevant and apply, using the guidance in this pack.

If your application is successful:

1 Thank your funders.

2 Check that you know what records and monitoring are required. Make a note of report deadlines and stick to them.

3 Invite funders to any events, open days etc on your site.

4 If the way in which you will spend the money changes, contact the funder to check these changes with them before spending it.

If your application isn't successful:

1 Politely ask funders for feedback and ask whether it is worth re-applying.

2 Research other grant schemes.

3 Consider whether income generation is a more suitable way of raising the funds or whether the project is really needed.

4 Make a deadline for when you will terminate the project proposal, if you do not manage to secure the funds.

Federation of City Farms & Community Gardens

N.S.A.L.G. NATIONAL SOCIETY OF ALLOTMENT AND LEISURE GARDENERS

Communities and Local Government

Fund for the Environment & Urban Life THE ORAM FOUNDATION, INC.

LOTTERY FUNDED