



**Cheshire**  
Wildlife Trust

# How to fund your project



[cheshirewildlifetrust.org.uk](http://cheshirewildlifetrust.org.uk)

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# How to

# get funding



There are many small and large sources of funding across the UK.

But first you need to know exactly what you want to do. Many funders will only work with certain causes, like the arts, or young people and so on.

You also need to know how much money you are asking for. Funders often have restrictions on how much they'll give.

You'll need to have a bank account for the group. You won't always need to be a charity.

Groundwork has some excellent and simple advice about applying for funding.

To find out about specific funding from your local council, in England and Wales, use the government's funding finder. Put your postcode in the box. It will take you to the right page on your local council's website.

Sign up for the free account at My Funding Central. They'll email you regularly with funding news.

The website Community Foundations covers most of the UK. Put your postcode in, and it'll find your nearest Community Foundation. These are groups which help small organisations to find money.



# Preperation

You need paperwork to show that you have:

- A committee (the group of people who make decisions for your group)
- A bank account
- A statement of accounts for the last year (unless you are a new group)
- A governing document (this is some written details about your group, which says how it's run)

You might also need paperwork to show:

- Insurance
- A health and safety policy and/or risk assessments
- An equal opportunities policy (a policy is a written set of guidelines that you follow)
- A child protection or safeguarding policy

Work with your whole group. Answer these key questions:

- What do you want to do? Do you have the people to run it?
- How much will it cost? (Don't guess. You need to do some research. And it must be cost-effective, which means you are not wasting money.)
- Why is this work important?
- Who or what needs it? You will need evidence to support these answers.
- How will you know if you are doing a good job? How will you know if your idea has succeeded?
- How often will it happen, and how long will it last?
- Where will it take place? Do you have permission and insurance?





Think about money. You will need to make a detailed budget. Tips:

- List everything you will pay for and what it will cost
- List all the income you expect (for example membership fees, donations, grants you already have)
- Get quotes for everything you will need to pay for
- Do not underestimate! Be realistic
- You could find it useful to prepare a budget for the whole year

If you are having issues with any of these things please get in touch with us at [info@cheshirewt.org.uk](mailto:info@cheshirewt.org.uk)





## Find a funder

First, you need to be clear about the outcomes of your project. Different funders have different priorities, and this means that they will fund your project only if you have the same goals as they do.

Funders need to be sure that your project really will make a difference. They don't want to waste money. You must have evidence to show that your project is important. You can do this in a few ways:

- You can ask people who are involved and record their answers. Use their quotes.
- You can use statistical information (facts and numbers). Start with the websites for your local council, local authority, police or health authorities. Use reliable sources such as Government reports.
- You can use letters of support from other groups, local councillors, the police, and schools
- You can show that you have a link with local and regional strategies or government projects

You'll need to prove to your funder that you'll be successful. This means you need to show you have a good track record. You could show this with:

- Profiles of the people in your group who'll be involved, which show their qualifications and experience
- Case studies of similar projects your group has run
- Evidence of support from other local groups or organisations





# Lists of funders

If you prefer to look at a book, you can use *The Directory of Grant Making Trusts*. It's published every year by The Directory of Social Change, and it'll usually be in your local library.

[Grants Online](#) lists new grants available across the UK. The list updates every day.

[GrantFinder](#) also lists funding across the UK. That link goes to their community development grants, but also look at other sections. These might be:

- Arts, Culture and Heritage Funding.
- Environmental Grants, Grants for Children.
- Young People and Families.
- ...and maybe some of the others, depending on how specialist your project is.

[Charity Excellence](#) has a free Funder Finding Database.

Here is the [National Lottery Community Fund](#).

# Other sources of money

You might do some fundraising activities. Look at our [guide](#) to organising a fundraising event.

# Other help

NCVO has a free spreadsheet tool to help you plan your budget. This can be useful when you're applying for grants!

## Write your application

When you have a good idea of your project and your outcomes, you can write your application. But remember:

- Don't assume the funder knows anything, so don't use jargon and make sure everything is very clear
- Study what the funder wants, and make sure to use their keywords in your application
- Answer the questions and don't waffle
- Be positive and firm – “we will” is better than “we will try”
- Make it easy to read with clear headings and bullet points
- Ask someone else to proofread it

## Finding a funder



- My Funding Central
- Funds Online
- UK Community Foundations
- The National Lottery Community Fund
- The National Lottery Heritage Fund
- The People's Postcode Lottery
- Comic Relief
- ENTRUST – Landfill Communities Fund
- Community Shares Co-operatives

Housing associations around the UK often fund local projects.

Major banks all have various funds available for local and national projects.  
Crowdfunding might also be a choice for smaller projects.









## For more detailed information, see:

- The National Federation of Parks and Green Spaces [guide](#), pages 9 to 12
- The National Council for Voluntary Organisations has lots of help including [six articles](#) about grants.
- For advice about a business plan, how to explain why your project is important and some downloadable templates visit the ncvo [website](#).

Have you been inspired to do something for nature? Inspire others by sharing your story on social media and add it to our [interactive map](#) of local people like you taking action to bring wildlife back.

For more free guides, videos and activity packs, please visit our [website](#).



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