

Please call or email us with any questions about this grant programme. Our contact details are in section 10 of this document.

1. About the Avonmouth Community Fund

With the expansion of the Bristol Water Recycling Centre at Avonmouth, the Wessex Water Foundation has established a grant programme for the local communities.

This grant programme aims to support projects and activities that improve the lives of the residents living in the Avonmouth and Lawrence Weston Ward, including the area of Shirehampton. See Appendix 1 for a map of the area covered by this programme. **This is the final round of the of the grant programme.**

Priorities for funding will be projects and activities that aim to improve, increase or sustain any of the following:

- The availability of activities and support for young people 11+
- Access to job-related skills and training.

The decision panel will consider the number of participants or users that an activity will reach when prioritising activities for support.

2. What you can apply for

You can apply for a grant towards a new activity or continue something you are already doing. What's important is that it will help achieve one of the priorities outlined above in Section 1 and will be delivered within the Avonmouth and Lawrence Weston Ward (See map in the appendix).

We won't award a grant towards any costs that have already been incurred for your project or activity, and you should plan to start spending the grant within six months of it being awarded.

A grant can be towards any reasonable costs for your organisation or project including:

- Running costs such as salaries
- Core costs for key activities.
- Project and activity costs
- Cost of kit or equipment

See **Appendix 2** for examples of work previously funded through the Wessex Water Foundation Avonmouth Area Community Fund.

3. Who can apply?

You can apply for a grant if you are a:

- Constituted voluntary or community organisation.
- Registered charity
- Not-for-profit company. This includes Community Interest Companies that are not limited by shares and where most directors receive no payment from the company.

You must be based and working in the area covered by Wessex Water and Quartet Community Foundation (both cover Bristol, Bath & North East Somerset, North Somerset and South Gloucestershire).

Priority will be given to the following groups and organisations:

- **That already have a presence and are working within the boundaries of the Avonmouth and Lawrence Weston Ward (see map in Appendix 1).** You can still apply if you are not currently working within Avonmouth and Lawrence Weston Ward. However, you must demonstrate that you have established links with other groups and organisations based within this ward to deliver the work outlined in your application.
- **Whose annual income has been, on average, under £500,000 in the last three years.** This programme is targeted at groups and organisations where a small amount of money can make a significant difference, so we will consider your other sources of funding and level of reserves, and we will prioritise where a grant can make the biggest impact.
- **That have not received a Wessex Water Community Fund or a Wessex Water Environment Fund grant within the past 12 months.**

4. How much do we award?

- Up to £5,000.

5. Repeat Applications

If your group received a Wessex Water Foundation Avonmouth Area Community Fund grant in the previous round, we would need to see your group's end-of-grant report or receive an update on what progress you have made using the previous funding before the panel can consider awarding another grant. If your end-of-grant report is not yet due, please get in touch with our team to provide an update.

6. What we don't fund

- Large capital projects.
- Applications from individuals/applications for individuals.
- One-off events.
- To cover costs incurred before a grant can be awarded.

- Activities that raise funds for other organisations or causes.
- Activities that solely support animal welfare.
- Arts projects with no community or charitable element.
- Where the government and other public bodies currently have a statutory responsibility to provide the activity.
- Medical research, equipment or treatment.
- Groups or activities that are giving support to a political party.
- Activities intended to influence people’s religious choices.
- Sports projects with no community or charitable element.

Please find further information about what we don’t fund on our website at <https://quartetcf.org.uk/grants-support/am-i-eligible-for-support/>

The decision panel will consider the number of participants or users that an activity will reach when prioritising activities for support.

7. How to apply

The closing date for this programme is Monday 20 July 2026. You will need to complete an application form. You can apply online at www.quartetcf.org.uk. As well as the completed application form you will also need to provide the following*:

<ul style="list-style-type: none"> • A constitution/governing document/set of rules.
<ul style="list-style-type: none"> • The contact details of at least 3 members of your management committee/board of trustees/board of directors.
<ul style="list-style-type: none"> • A copy of your most recent annual accounts or financial records that show your organisation’s balance of funds, income and expenditure. If you do not have financial records that cover a full year, then you will need to provide the records you currently have.
<ul style="list-style-type: none"> • A safeguarding policy that is up-to-date and relevant to your work.
<ul style="list-style-type: none"> • The contact details of a referee. The referee should know the work of the applicant organisation in a professional capacity but not be directly involved in this work.

Please **do not** provide the above documents if you have sent them to Quartet within the past six months unless they have been amended during that time. Please contact us if you have difficulty supplying any of the required supporting documents.

If you do not currently have a bank account:

In the application form, you will need to provide the details of your organisation's bank account. If your organisation does not have its own bank account, you can provide the bank details of another charitable organisation if they meet our eligibility criteria and there is an agreement in place.

If you cannot provide the above documents:

Another charitable organisation can apply on your behalf provided it is able to:

- Supply the above documents.
- Be the main contact and be responsible for applying.
- Be responsible for receiving, overseeing and reporting back on the use of any grant awarded.

This will not affect the applicant organisation's ability to apply for the maximum annual grant available for its own purposes.

Please contact us if you have any queries about supplying the supporting documents. Our contact details are in section 10 of this document.

8. What will happen next?

Once we have received your application (including all supporting documents) your application will be checked to make sure your request fits the funding criteria. We will contact you by email or phone if we have any questions. Your application will then be considered by a decision panel, which will include representatives from Wessex Water. You will be notified of the outcome by mid-September 2026.

9. Reporting on the use of your grant

At an appropriate time (usually six to eight months) after the grant has been paid, we will send you an end-of-grant report form. We may ask your group for an interim report. This form asks for details of how the grant was spent and what was achieved.

10. Further guidance and support

In addition to reading this document, please visit the Grants and Support page of our website at www.quartetcf.org.uk/grants-support/ where you can find:

- A print-friendly guide to completing an application form.
- Top tips for grant applicants – a short video on what to consider when applying.

Also, within the Grants and Support section of our website you can find the following pages:

- 'Am I eligible for support' – providing further information on our eligibility criteria.
- 'Help and Guidance (FAQs)'

11. Contact details

Please contact Jennifer Staton at Wessex Water to discuss your plans and whether it fits with the priorities of this programme. Contact details are the following:

- Telephone: 07551138469
- Email: Jennifer.Staton@wessexwater.co.uk

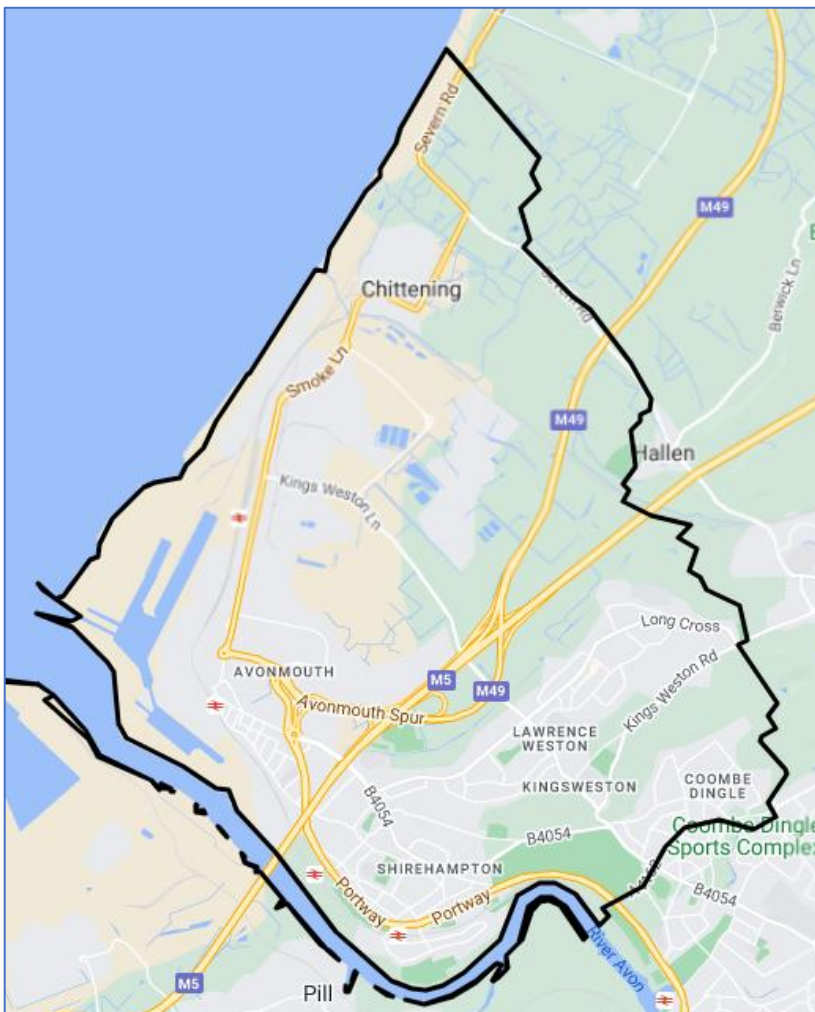
If you need more information or wish to discuss your application before you apply, please contact the Philanthropy Team at Quartet Community Foundation:

- Telephone: 0117 989 7700
- Email: applications@quartetcf.org.uk

How we collect and hold your data

The personal information collected via the application form is collected to process applications for grants from Quartet. All information is collected in accordance with the *Data Protection Act 1998 (DPA)*, and the *General Data Protection Regulations 2018 (GDPR)*. For further information see our Privacy Policy at <http://quartetcf.org.uk/privacy-policy/>

Appendix 1 – Map of Avonmouth and Lawrence Weston Ward



Source: Local Insights

Appendix 2: Examples of grants previously awarded

- Toward extra resources and the annual running costs of an After School Youth Play Club.
- Toward the core running costs of a Job, Training and Employment Hub.
- For a Young Volunteers project that provides placements for local 12-18-year-olds where they can learn new skills and build their confidence.
- Toward the cost of a Woodworking Workshop Administrator to support the provision of skills and training courses for adults and children from the Avonmouth and Lawrence Weston area.
- For a boxing project providing detached youth work by offering boxing and fitness lessons to support young people aged 11+.