



Financial Recommendation for Local Groups

Grant payments

All Local Groups are entitled to receive a grant from Living Streets who have a bank account set up to manage accounts from. This does not need to be a business bank account but needs to only be used for Local Group activities.

There are two types of grants payable:

- **Start-up grant:** all Local Groups are entitled to a start-up grant of £60 at the point of setting up a group.
- **Annual grant:** all Local Groups are entitled to an annual grant of £120 This grant is subject to review on an annual basis. Groups that have not spent their grant for the previous two years without good reason will not receive a grant for the following year.

Timescales

The financial year runs from April to March. There are two times in the year Local Groups can apply for grants. Grant applications are welcome in October or February each year. Payment will take no longer than three weeks to process. The Local Group will receive notification once the payment has been made.

Financial records

We recommend that Local Groups keep a record of expenditure that relates the grant received in the year. At the end of the financial year each Local Group who has received a grant is required to complete an Annual Return form. Please submit your latest Annual Return prior to the payment of the following year's annual grant.

Bank accounts

If you want to set up a new bank account for your Local Group because you want to apply for funding or other reasons for an additional level of administration – then please get in touch with Living Streets. We can write a supporting letter for the bank if needed. Please provide name of bank account/ name of bank/ contact names.

Thank you for supporting us and furthering our campaign work in your community.

Expenses for an event

We have a £500 grant for an event for Affinity Groups who focus on a specific community or group that is underrepresented such as diaspora communities,

disability groups, youth led or for older people, or members of the LGBTQ+ community. [\[link to this once it is a pdf - affinity-group_event_expenses-form.docx\]](#)

Finance Manager at Living Streets

Please send your Annual Return and request for a bank letter to: Aisha Hannibal - aisha.hannibal@livingstreets.org.uk

*Amended March 2024