**Memory Activity & Support Groups Grant**

**Terms & Conditions**

The purpose of the Memory Activity & Support Groups Grant, which is commissioned by Cornwall Council and NHS Cornwall and Isles of Scilly Integrated Care Board, is to fund Memory Cafes and other groups and organisations that support people with memory impairment. It can award funds towards a group’s running costs, including workshops and activities that enhance the wellbeing of people with memory impairment to

* access activities and support
* assist the development and sustainability of self-support groups
* support groups to help people to self-manage their health and wellbeing, improve people’s experience of care, reduce social isolation, increase confidence and improve independent living skills

Please read these Terms & Conditions before completing your application

Please send your completed application to grants@cornwallrcc.org.uk. If you need to call us, our number is 01736 756655

**Eligibility Criteria**

* Groups must have a minimum of 4 members
* Groups must be based in Cornwall and only benefit residents of the county.
* Groups must link to a professional or recognised organisation which can vouch for or provide a reference for the group.
* Formal groups must have a steering group or committee (e.g. Secretary or Treasurer) and provide details of this.
* Formal groups must have Public Liability Insurance. New groups can use the grant to fund this.
* Groups can apply for a grant to a maximum of £1000 per year
* Formal groups (with a group bank account and a committee) may also apply for an additional amount of up to £500 if they are purchasing internet-enabled devices to be used by members in the group setting
* New groups can initially apply for a start-up grant of £500 for ongoing running costs then apply again at a later date for further funds if required.
* Organisations must not be commissioned by Cornwall Council or NHS Cornwall and Isles of Scilly Integrated Care Board to provide these activities.
* Approved grants may only be used for the items or activity stated in the application form. If your circumstances change and you wish to amend your original activity, please email us at grants@cornwallrcc.org.uk detailing the proposed change and await approval by the grant manager before proceeding with the new activity
* Groups must submit a feedback report detailing how the grant was spent and how it has helped the group, and must provide all relevant receipts. Feedback reports must be sent back within one month of the final activity or by the end of the grant year, whichever is sooner, using the template provided.
* If the applicant leaves the group they must ensure that someone else in the group will take responsibility for the grant and inform CRCC of this.
* If CRCC is not satisfied with how the money has been used the Group may be asked to repay some or all of the grant.

**Exclusions (what this grant cannot pay for)**

* Travel expenses, expenses to attend meetings, unless under exceptional circumstances to be agreed by the group.
* Overnight accommodation costs are not permitted.
* Food and drink are not permitted.
* Groups cannot apply if they do not support at least 4 people.
* Groups must not be commissioned by Cornwall Council or NHS Cornwall and Isles of Scilly Integrated Care Board
* Items and activities already paid for cannot be reimbursed through this grant.
* Applications from groups who have had a grant from us before and who have not submitted their feedback report and all relevant receipts cannot be considered.

**DATA PROTECTION**

CRCC complies with the EU General Data Protection Regulations and the Data Protection Act 2018. By completing this form and signing the declaration/agreement section, you understand that we will securely store your personal information on our database, or in the form of paper records, for recording and monitoring purposes or showing CRCC’s work across Cornwall & IOS (when personal details would not be used). The information provided on your application form may also be shared with the grant funder, Cornwall Council

If you wish to see a copy of the information we hold about you, or to exercise any of your other data subject rights, please forward your request to the Compliance Manager at dataadmin@cornwallrcc.org.uk or call 07715 799395

Our full privacy statement is available on request and can be viewed on our website at [Cornwall Carers Service](https://www.cornwallcarers.org.uk/)

**If you are unhappy with the panel’s decision**

If you do not agree with the decision made by the grant panel, please contact the grant manager. They will of course want to resolve any issues quickly and efficiently.

Please email: Jayne.price@cornwallrcc.org.uk

**Cornwall Rural Community Charity**

CRCC is a Cornish charity that informs and guides local groups and individuals to achieve their aspirations and develop sustainable, inclusive communities. CRCC provides support to a wide variety of groups and individuals and embraces equality and diversity. For more information on our work, visit [www.cornwallrcc.org.uk](http://www.cornwallrcc.org.uk)