

Defibrillator Grant 2021/2022



Guidance on applying to the Defibrillator Grant Scheme

Before completing an application form please read this document carefully.

Communities can play a big part in creating a nation of life savers. For every minute someone is in cardiac arrest without CPR and access to a defibrillator, their chances of survival drops by up to 10%. Having a public access defibrillator (PAD) available in an emergency can be life saving, especially in rural areas where ambulance response times may be longer. Swale Borough Council has allocated £20,250 in grant funding to support its communities in purchasing defibrillators that can be accessed by its residents and help save lives. A grant of up to £750 per application will be provided to applicants that can demonstrate all requirements outlined below can be met.

Once you have completed the application the form should be submitted to Swale Borough Council for assessment.

Successful applicants will be notified 3 weeks after submission, (subject to meeting all grant conditions), and payment will be made within 30 days from receipt of the completed grant acceptance form.

Who can apply for funding? (refers to Status of your organisation)

- Unincorporated associations such as community groups;
- Incorporated organisations such as registered charities;
- Companies limited by guarantee and
- Social enterprises.
- Other (a full explanation needs to be given on the application form)

Voluntary and community groups can apply if they have:

- A governing document that has as a minimum the name, aim/purpose, objects, a dissolution clause, for the organisation, a list of Trustee/committee members and Trustee/committee member signatures. This can be known as a Constitution or Terms of Reference, please contact the office if you are unsure;
- A bank or building society account in the organisation's name;
- Up-to-date annual accounts (for groups over 12 months old), or a 12 month cash-flow forecast for new organisations.

What can the grant be used for?

The fund is to the purchase of public access defibrillators only. This can include the purchase of suitable cabinets to enable existing defibrillators to be located in publicly accessible locations. The fund cannot be used to support any other activities or projects.

What are the Criteria?

The defibrillator must be being located in a public place and be accessible at all times by members of the public. The applying body must have a nominated person responsible for maintaining the defibrillator and ensuring all ongoing maintenance and storage requirements are kept up to date. The defibrillator must be purchased and installed by the end of March 2022. Priority for funding will be given to areas that have the furthest distance to travel before finding a public access defibrillator. It is recommended that the defibrillator be publicly advertised and registered on a central database of public access defibrillators with local ambulance services to maximise awareness.

Applying for a Grant

Making the application

Applications are made by filling out the Defibrillator Grant Application Form. Forms can be downloaded from our website (www.swale.gov.uk/defib), or acquired through Swale Borough Council Offices. Applications should be sent for the attention of Community Grants Team, via email to communitygrants@swale.gov.uk, or via post to Community Grants Team, Economy and Community Services, Swale Borough Council, Swale House, East Street, Sittingbourne, Kent, ME10 3HT.

Who will assess the bids?

The bids are assessed by the Community Development Manager and approved by Councillor Mike Baldock, Deputy Leader and Cabinet Member for Planning.

Required Information

Please be aware that before the offer of a grant, further information may be required about your project.

Please also note that the grant award must and can only be spent on the project as you have outlined in your application form.

Grant Payment

Successful applicants will be notified by the Community Grants Team 3 weeks after submission, and a grant acceptance letter or email will be sent to you to finalise payment. Once the acceptance letter has been returned, we will arrange for the payment of the grant, which takes approximately 30 days from receipt of the completed acceptance letter.

Monitoring and Grant Evaluation

A monitoring form must be completed and sent back no later than 3 months after the grant has been paid or following project completion. Swale Borough Council will also require evidence, through relevant invoices or accounts, of how the grant has been spent. If monitoring information is not provided to a sufficient standard, Swale Borough Council reserves the right to request the full repayment of the grant or will be unable to process any future applications, until the information is received.

Exceptions to funding

- Individuals (or where the benefit of the grant will only benefit an individual)

This Council will not fund any project or organisation that does not act responsibly, in line with the relevant laws and regulations.

For further information please contact:

Community Grants Team, communitygrants@swale.gov.uk, 01795 417155