**SWAP GUIDANCE FOR APPLICANTS**

**USE IN CONJUNCTION WITH THE APPLICATION FORM**

Thank you for your interest in SWAP. Please feel free to talk to a member of the Board about your application and/or ask for assistance in filling out the form by making an appointment via the Boathouse (Tel: 711733 or email: boathouse@shapinsay.org.uk).

**GRANTS**

The following grants are available via SWAP but with conditions applied:

Driving Lessons:

We will accept applications for funding for driving lessons up to £300 maximum as a one-off grant.

Equipment:

We will accept applications for equipment to enable activities, as part of a SWAP application. We will fund, IN ANY ONE FINANCIAL YEAR (April-March), 50% of any equipment needed up to a maximum grant of £100.00.

***Please note that if a community group wishes to apply for equipment at a cost of over £100.00 the Board will consider providing assistance towards the cost.***

Accommodation (room only and we will not fund food):

We will accept applications for accommodation when an activity requires an overnight stay. We will fund accommodation up to £50 per room per night (one room per application). This will only be for a maximum of 3 nights in any one stay and a maximum of 5 nights in any 12 month period.

***Please note that under exceptional circumstances the Board may agree to additional nights’ accommodation.***

PLEASE NOTE THAT YOU WILL NEED TO PROVIDE US WITH RECEIPTS FOR ANY EXPENDITURE ON THE ABOVE. ANY GRANT FUNDING UNACCOUNTABLE FOR BY RECEIPT WILL NEED TO BE REPAID TO SDT.

**ACTIVITIES WE WOULD LIKE TO FUND THROUGH OUR SWAP GRANTS**

We accept grant applications from young people and, adults if you are resident in Shapinsay, and community groups if your group benefits Shapinsay residents.

**Young People**

We welcome applications from individual young people for sporting, educational / training or environmental activities development up to a maximum of 60% of any activity, to a maximum of £600 per person per financial year

**Adults**

We welcome applications from individual adults for sporting or environmental activities or training and development up to a maximum of 60% of any activity, to a maximum of £600 per person per financial year

**Community Groups**

We welcome applications from community groups for social, heritage or environmental activities, training and development or equipment.

**Other activities**

We welcome applications from individuals or community groups for activities other than those mentioned above. This will be discussed at a full board meeting and a decision will be made by the full board.

All SWAP applications go to the board for assessment and approval. If approved the successful applications will informed in writing and will be advertised in the Shapinsay sound the following month.