



Eat Smart Sheffield Small Grant Terms & Conditions

Requirements for applying

1. We will decline any grant applications where there is no school bank account to transfer the grant into.
2. If you have previously received a small grant, you are unable to reapply.
3. You must complete the Eat Smart Sheffield Small Grant Application Form in order to apply.
4. We won't consider any applications which involve promoting any corporate organisation, promoting any religious beliefs or involved in any political activity.
5. We won't consider projects that have already happened or will be finished before the grant payment can be made.
6. Application activities must support and be in line with the Eat Smart Sheffield programme.

Spending of the grant funding

7. The grant cannot be transferred to another third party.
8. The grant may only be used for the purposes outlined by your school in your grant application as approved by Eat Smart Sheffield. We understand that activities sometimes change as they develop or may be postponed/ cancelled. If you are unable to use the grant for the specific purpose for which it was intended and significant changes are likely to be made, please contact us before spending any portion of the grant.
9. Grants must be spent within 6 months of receipt.
10. We will be carrying out financial safeguarding checks on a sample of successful applicants. Therefore, we request the right to receive your proof of purchase in the form of receipts. We will expect to see receipts within 14 working days from the date requested.

Evaluation and press

11. We expect that any press releases, social media content or publicity of any sort linked to the work funded, reference Eat Smart Sheffield and will be shared with and allowed to be used by Eat Smart Sheffield.
12. On payment of the grant, we will follow this up to ensure it has been spent appropriately. We may also send you evaluation surveys following your activity which we expect you to complete and may contact you to ask you to take part in a case study or for further updates after the project is over.

If your school does not meet the requirements set out in this document, then we reserve the right to reclaim some, or all, of the grant at any time.