



RBC ALLOTMENT IMPROVEMENT GRANT SCHEME 2026/27

Frequently Asked Questions

1. WHAT IS THE ALLOTMENT IMPROVEMENT GRANT SCHEME?

The scheme provides funding to help improve allotment sites through infrastructure, accessibility, sustainability, biodiversity, and community-focused projects.

2. WHO CAN APPLY FOR A GRANT?

Applications are open to registered allotment associations and parish councils that manage / own allotment sites.

3. HOW MUCH FUNDING CAN I APPLY FOR?

Applicants can apply for grants between £1,000 and £25,000.

4. IS MATCH FUNDING REQUIRED?

No. Match funding is encouraged but is not a requirement for applying.

5. CAN WE SUBMIT MORE THAN ONE APPLICATION?

No, organisations can submit only one application. However, a single application can include funding requests for multiple project elements, for example – a new shed and an eco-friendly toilet.

6. DO WE NEED TO OWN THE ALLOTMENT SITE TO APPLY?

No, but applicants must demonstrate that they have permission from the landowner to carry out the proposed works.

7. CAN WE PURCHASE SECOND-HAND EQUIPMENT?

No, second-hand equipment is not eligible for purchase. Only new equipment can be funded under this program. A valid receipt or invoice from the supplier must be provided as proof of purchase.

8. WHAT HAPPENS IF OUR PROJECT CANNOT BE COMPLETED WITHIN 12 MONTHS?

If your project cannot be completed within 12 months, you should contact the Council as soon as possible at Projectsteam@rugby.gov.uk

9. WILL THE COUNCIL VISIT OUR PROJECT?

The Council may undertake monitoring visits to review progress and verify outcomes.

10. CAN FUNDED PROJECTS BE PROMOTED PUBLICLY?

Yes. Successful applicants are asked to acknowledge Council funding in publicity materials and project communications.

11. CAN I APPLY IF MY PROJECT TAKES PLACE ON RUGBY BOROUGH COUNCIL LAND?

Yes, projects taking place on Rugby Borough Council land are eligible to apply. However, applicants are responsible for securing any necessary

permissions, licences, leases, consents or approvals required for the project

12. WHAT HAPPENS IF MY PROJECT CHANGES AFTER FUNDING IS AWARDED?

Any significant changes to the project, activities, timescales or expenditure must be discussed with the Communities and Projects Team and agreed in writing before being implemented. Contact us at Projectsteam@rugby.gov.uk

13. WHAT HAPPENS IF MY PROJECT DOES NOT GO AHEAD?

If a funded project does not proceed, or if grant funding is no longer required, the Council may require all or part of the grant to be returned.

14. WHAT RECORDS SHOULD WE KEEP?

Organisations should retain invoices, receipts, photographs and other evidence of project delivery and expenditure.

15. WHAT RECORDS SHOULD WE KEEP?

Yes. Successful applicants will be required to provide a short end-of-project report explaining:

- What was delivered
- How the funding was spent
- How the project benefited the local community

In addition, successful applicants will be contacted every three months to provide an update on the progress of their project, including how grant funding has been spent and whether the project is being delivered as planned. Where a monitoring review identifies concerns about project delivery, expenditure or progress, the Council may carry out more frequent monitoring and request additional updates until the issues are resolved.