**Ethnic Minority Development Fund (EMDF)**

**Pre-Funding Application Eligibility Checklist**

**Please use this document to check whether your organisation and project is eligible for funding under the EMDF.**

**About your organisation:**

1. Your organisation is **ethnic minority-led. More than 60% of your board or committee are from an ethnic minority community.**
2. Your org should be supporting ethnic minority groups **based in Scotland**.
3. Your organisation has **2 or more people on the board** or committee who are:
	* Not married
	* In a civil partnership
	* In a relationship
	* Living together at the same address
	* Or related by blood
4. You are **applying for an amount between £500 and £15,000** for a project that will last for a maximum of 24 months. You can also apply for project that cover a shorter period including one-off events such as a festival, gala or conference.
5. You are applying for **funding to pay for things you have not already spent money on**.
6. You have a **UK bank account or building society in the legal name** of your organisation. This must have 2 or more people that can agree on payments who are:
	* Not married
	* In a civil partnership
	* In a relationship
	* Living together at the same address
	* Or related by blood

This should be the legal name of your organisation as it appears on your bank statement, not the name of your bank. For more information and guidance, [click here](https://www.tnlcommunityfund.org.uk/funding/financial-governance).

1. **You make annual accounts**. This means that someone has written about how your organisation spends its money. If you are a small organisation, this may not be made by your board and does not have to be done by an accountant. If you set up your organisation less than 15 months ago, it is ok if you have not made annual accounts yet.

**About your idea/project:**

1. **The project is not currently funded by The National Lottery Community Fund:** You cannot apply the EMDF for a project that is currently being funded by TNLCF via another one of its other funding programs. You may however apply for a different project that is not currently funded via TNLCF
2. **The project will start after the 1st of July 2024:** applicants will be informed about the outcome of their application in late June, with funds being paid to successful applicants at the end of June. You should therefore plan for your projects to start on or after the 1st of July 2024.
3. **Have a clear project plan:** Before applying you should have a clear project plan that includes
	1. What activities will you deliver as part of the project?
	2. Who will benefit from these activities?
	3. Who will deliver these activities?
	4. Will you work with any other organisations to deliver these activities?
	5. How long will you deliver these activities for if awarded funding?
	6. Where will activities take place?
	7. What will be the outcome of these activities?
	8. Where your idea comes from/ why you want to do this project?
	9. How will you know if you project has been a success?
4. **Have a clear budget plan:** You should also have a detail on what you would spend the funding on if you are successful. This should include details on how you worked out these costs.