

Frequently Asked Questions

How do I sign up?

- Visit [Match my project](#) and click the sign-up button on at the top right hand side of the page. You will be asked if you want to sign up as a community organisation or a business. Follow these links to see a step by step guide:
- Community organisations: [How It Works: Community Organisation](#)
- Businesses: [How It Works: Community Organisation](#)

Who can sign up to use the Cambridge City Council platform?

- Community sector organisations delivering activity in Cambridge City and businesses and supplier who contract with Cambridge City Council

What can I ask for?

- Projects can vary in nature enormously, but they must bring ‘added value’ to the community served by the host organisation, i.e. not be part of core activity. Examples range from:
 - requests to fund particular activities like workshops, sponsorship of uniforms or purchasing specific items and equipment,
 - infrastructure changes such as replacing kitchens, door, painting, electrical upgrades, plumbing, gardening,
 - skills requests such as assistance with marketing, finances or legal advice,
 - requests for volunteers either to carry out particular tasks or with specific skills like being a trustee, digital skills to host workshops,
 - requests for space to host activities

Should I sign up with Cambridge City or Cambridgeshire County Council?

- You can sign-up to both, to increase visibility across the two platforms. If you are a community group posting a project, you can log the same project on both platforms but if you receive a match on one, it is your responsibility to remove it from the other platform so it doesn’t get double-funded.

Who do I ask for help?/Can I talk to someone about my project?

- Yes, for issues with the platform contact support@matchmyproject.org
- For help with projects contact grants@cambridge.gov.uk and a City Council officer will get back to you

What projects are allowed/not allowed

- Projects should have a maximum value of £4k, anything higher is very unlikely to receive a match

- Requests must be for activity which brings added value and should not replace core funded activity
- Please also see the terms and conditions on the portal

Is this the only way we can meet our social value requirements?

- No. Discussion and agreement about your approach to delivering social value should take place with your designated City Council Contract Manager. For example, where the contract is high value, Match my Project is likely to only be a small part of the offering, with the remainder being a more long term commitment spanning the contract term