

Printed Guidelines

We make grants for running costs to small registered charities in England and Wales to help sustain their existing work.

In August 2011 we revised our criteria and funding priorities following a review of our grant making policy and updated our guidelines and application form at the same time. Please read these updated guidelines carefully as they outline some important changes to what we can fund. We stopped considering requests for funding made on the old application form from 30th September 2011.

One of the biggest changes is that we can now only offer grants to registered charities with an annual expenditure of less than £40,000.

Eligibility Criteria

We only offer grants for core funding to **registered charities** with a total annual expenditure of **less than £40,000** who are undertaking work that focuses on one of our priority groups:

- Elderly people
- Children and young people aged 5 - 25
- People with disabilities or mental health problems
- Moral welfare - people trying to overcome life-limiting problems of a social, rather than medical, origin (such as addiction, relationship difficulties, abuse, offending)
- Education and learning (with a particular interest in people who are educationally disadvantaged, whether adults or children)

We **only** make grants for core funding. We define core funding as the costs associated with regular activities or services that have been ongoing for **at least a year**. We can **not** fund new projects, extra services or additional delivery costs. This includes creating a paid post for work that is currently undertaken on a voluntary basis or rent for premises that are currently cost free.

We can only offer grants to registered charities that have been formally established for a **minimum of 3 years**. Newly registered charities may apply but the organisation must have appointed a management committee and adopted a governing document at least 3 years ago.

To ensure that our grants offer some realistic help we will **not** contribute towards organisational budgets with a **shortfall in excess of £10,000** in the first year.

Grant Making Policy

We will fund running costs for **up to three years**. Grants are normally for a **maximum of £3,000** per year. Most of our grants are for more than one year because we like to fund ongoing needs. We prefer to make a grant when other funding is coming to an end. We prioritise:

- Work that is unattractive to the general public or unpopular with other funders
- Services that help to improve the lives of marginalised, disadvantaged or isolated people
- Applicants that can demonstrate an effective use of volunteers
- Charities that seek to be preventive and aim to change opinion and behaviour through raising awareness of issues, education and campaigning
- Applicants that can demonstrate (where feasible) an element of self sustainability by charging subscriptions/fees to service users

Applications that don't address **at least two** of the above are unlikely to receive a grant.

Examples of Recent Grants

Barnsley Beacon Support Services - £4,000 over 2 years towards running costs of this volunteer led charity offering support to parents and carers of drug and alcohol misusers.

Bridge To Cross Charitable Trust - £9,000 over 3 years towards the part-time salary of the Administrator at the 7 Corners Centre - a drop-in youth provision in Abergavenny, Wales.

Congolese Voluntary Organisation - £3,000 as a one off grant towards the core costs of providing advice and information to refugees and asylum seekers in Croydon.

Knutsford Grow Community Association - £9,000 over 3 years towards the salary costs at this charity offering a voluntary gardening service for elderly and/or disabled people.

Spider-Y Ltd (Leeds Spiders Wheelchair Basketball Club) - £3,000 over 3 years towards the running costs of this club based in Leeds which offers opportunities for wheelchair users to participate in the sport of basketball.

Survive (Survivors of Child Sexual Abuse in North Yorkshire) - £4,000 over 2 years as running costs of this charity based in York offering support to victims of sexual abuse and assault.

West Norfolk Mencap - £3,000 as a contribution towards the Befriender Scheme which reduces the risk of social isolation for people with learning disabilities from King's Lynn and West Norfolk.

Exclusions

- Charities with a total annual expenditure of more than £40,000
- Charities that are not registered with the Charity Commission in England & Wales. You must have your own charity number or be excepted from registration. Industrial Provident Societies and Community Interest Companies are not eligible to apply
- Work that is based in Scotland or Northern Ireland
- Charities with unrestricted reserves that equate to more than 12 months expenditure
- Branches of National Charities. You must have your own charity number, not a shared national registration
- New organisations - you must have been operating as a fully constituted organisation for at least 3 years, even though you may have registered as a charity more recently
- New work that has not been occurring for at least a year
- New paid posts – even if the work is now being done by volunteers
- Additional activities, expansion or development plans
- Special events, trips or outings
- Capital expenditure – including equipment, buildings, renovations, furnishings, minibuses.
- Work with under 5s
- Childcare
- Holidays and holiday centres
- Core funding of charities that benefit the wider community such as general advice services and community centres unless a significant element of their work focuses on one of our priority groups
- Bereavement support
- Debt advice
- Community safety initiatives
- Charities raising money to give to another organisation, such as schools, hospitals or other voluntary groups.
- Individuals - including charities raising funds to purchase equipment for or make grants to individuals

Eligibility Check

After reading the guidelines, applicants are strongly advised to complete the basic eligibility checklist below before completing an application form.

We will only fund charities that can demonstrate they meet our eligibility criteria.

If you answer 'No' to any of the questions then you will not be eligible to receive a grant from us and any application submitted will be rejected.

	Yes	No
Is your organisation registered as a charity in England or Wales with the Charity Commission?	<input type="checkbox"/>	<input type="checkbox"/>
Is the charity's <u>total</u> annual expenditure budget for <u>the next 12 months</u> less than £40,000?	<input type="checkbox"/>	<input type="checkbox"/>
Is the projected shortfall in that 12 month forecast <u>less</u> than £10,000?	<input type="checkbox"/>	<input type="checkbox"/>
Has the charity been formally established for at least 3 years (ie, was the governing document adopted at least 3 years ago)? <i>NB – this will be verified with the Charity Commission's register of charities.</i>	<input type="checkbox"/>	<input type="checkbox"/>
Does the work you are asking us to fund clearly fall within one of our priority areas outlined on page 1 of these guidelines?	<input type="checkbox"/>	<input type="checkbox"/>
Is our grant required towards running costs for existing work that has been happening for at least one year?	<input type="checkbox"/>	<input type="checkbox"/>