

Grant Guidelines

Surviving Winter Grants Programme

What is the Surviving Winter Grant Programme?

The Surviving Winter Grant Programme has been created through the generosity of local people who have donated their Winter Fuel Payment or made a donation to help elderly people and vulnerable people in Gloucestershire during what we expect will be a very difficult winter.

The programme aims to support older and vulnerable people who struggle during the Winter with fuel poverty, loneliness and isolation, challenges highlighted and exacerbated by the coronavirus pandemic.

Grants will be considered at grants panel meetings to be held in **November**.

Who can apply?

Surviving Winter Grants are targeted at Gloucestershire organisations with charitable aims who are able to provide support to individuals in need. Organisations can apply to support older and vulnerable people who struggle during the Winter with fuel poverty, loneliness and isolation. Priority will be given to projects supporting those aged 70 and over.

Eligible organisations include:

- constituted voluntary or community organisations with a management committee of at least three unrelated members
- registered charities
- not-for-profit companies including community interest companies where there are 3 or more directors
- parish and town councils
- churches and other religious organisations (for providing non-religious activity only)
- branches of national organisations if there is:
 - a local management committee based in Gloucestershire
 - a local constitution
 - a bank account controlled by the local branch

Applicants with more than 12 months of annual expenditure in unrestricted reserves will be considered a lower priority for funding. Therefore, if your organisation is holding significant reserves you will need to make it clear why these reserves cannot be used to cover the cost of the intended project or activity.

What you can apply for?

This programme aims to support activities for older and vulnerable people that will:

- Provide food supplies, a hot meal or warm clothing
- Provide assistance with winter heating and energy supply costs
- Reduce isolation and loneliness for older people

Applications must demonstrate how their proposed project will deliver one or more of the above.

Funding available

Grants of up to **£2,500** are available for projects that help those in the community facing very real challenges as the weather gets colder; including the frail, elderly, disabled, people with chronic medical conditions and the homeless.

Priority will be given to groups that:

- Deliver a project/activity that reflects the concerns and priorities of the target beneficiaries and fits well with existing community activities/services
- Demonstrate they are well connected within the local community and their project involves working in partnership with local organisations and groups

What we do not fund

- Applications from Individuals (we can fund organisations who are able to distribute funding and support to individuals on our behalf)
- General appeals.
- Statutory organisations or the direct replacement of statutory funding.
- Political groups or activities promoting political beliefs.
- Religious groups promoting religious beliefs.
- Arts projects with no community or charitable element.
- Sports projects with no community or charitable element.
- Projects that take place before an application can be processed.
- Activities that are intended to raise funds for other organisations.

As a general rule, this grants programme will not fund groups that already have an established social responsibility. This includes local authorities and town councils, housing associations and schools.

How to apply

You will need to complete an application form. You can apply online on the Gloucestershire Community Foundation's website at www.gloucestershirecf.org.uk. As well as the completed application form you will also need to provide the following:

- A copy of your organisation's governing document/constitution/set of rules that set out the purpose of your organisation and how it is managed.
- A list of the names and addresses of your group's management committee. This should be at least three unrelated people.
- Evidence of a bank account in the name of the organisation. The bank account must have at least two signatories. Alternatively, if you belong to a small organisation that does not have a bank account, another charitable organisation can look after the funds for you. But, you must provide written authorisation from the organisation that will do this.
- A copy of your organisation's most recent accounts or financial information that show your organisation's balance of funds, income and expenditure. If you do not have financial records that cover a full year, then you will need to provide the records you currently have.
- A copy of your organisation's safeguarding policy if you work directly with children or vulnerable adults.
- The contact details of a referee. The referee should know the work of the applicant organisation in a professional capacity but not be directly involved in their work.

Please note, applications cannot be assessed if the above supporting documents are not provided.

What will happen next?

Applications may be submitted at any time before the published deadlines. Please see www.gloucestershirecf.org.uk for deadlines for this grants programme. Fast track applications may be made for funding less than £500. You will usually be given a decision within a fortnight.

Each application will be fully assessed by the Community Foundation. They may contact you for further information.

You will be advised of the outcome of your application within a week of the panel meeting, and a Conditions of Grant Offer letter and acceptance form will be forwarded for you to sign and return. This will explain both general and any project-specific conditions that the Trustees are applying. Sometimes a final decision may be subject to a member of the grants panel visiting you to discuss your application. On receipt of the acceptance form, the funds will be released.

Monitoring and evaluation

At an appropriate time, usually six-12 months after the grant has been paid, we will send you a grant monitoring report form. This form asks for details of how the grant was spent and what was achieved. In addition, a member of staff or a member of the grants panel may contact you to arrange a visit to find out more.

How we collect and hold your data

The personal information collected via the application form is collected to solicit and process applications for grants from Gloucestershire Community Foundation. All information is collected in accordance with the Data Protection Act 1998 (DPA), and the General Data Protection Regulations 2018 (GDPR). By completing an application form, you are giving consent for the information to be collected and for the Community Foundation to communicate with you/your organisation. We hold all personal information on our secure Customer Relationship Management database; grant related information is disclosed to grant panel members and to donors. We publish lists of grants awarded, and we use data in our publicity, but we anonymise details of any individual grantees. If you feel that any other information about your application or project should not be made publicly available, please contact us to discuss this.

Please refer to our Privacy Policy at <https://www.gloucestershirecf.org.uk/privacy-policy>

Need more information?

If you need more information about the Surviving a Covid Winter Grant Programme please contact:

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