

Guidelines

Carers Gloucestershire Legacy Fund



1. The Carers Gloucestershire Legacy Fund

The Carers Gloucestershire Legacy Fund has been established to bring lasting benefit for adult carers in Gloucestershire and continue Carers Gloucestershire's work by using the funds remaining following the charity's closure to provide valuable support for carers in the county.

The Carers Gloucestershire Legacy Fund will financially assist local VCSE organisations to provide (direct or indirect) support to adult carers in the county.

2. What can you apply for?

The aim of the Carers Gloucestershire Legacy Fund is to provide financial assistance to VCSE organisations to provide direct, or indirect, support to improve the health and wellbeing of adult carers in Gloucestershire.

The main areas of interest for the Carers Gloucestershire Legacy Fund are:

1. *Supporting transition points: following end of life, or end of caring responsibilities or when carers move from being a young carer to an adult carer*
2. *Improving the emotional wellbeing of the carer*
3. *Improving carer confidence in dealing with long-term conditions of those being cared for*
4. *Supporting carers to use assistive technologies*
5. *Introduction of robust systems to provide high quality evidence of the impact of existing carer services*

Within the key areas of interest above, fund applications will be considered for:

- a) *Trial of new services*
- b) *Extension of a successful pilot into mainstream provision*
- c) *Continuation of existing successful services*

3. Who can apply?

The Carers Gloucestershire Fund will support charitable organisations who provide support services, directly or indirectly, to adult carers (aged over 18 years) in Gloucestershire. Applications for projects supporting the transition from young carer to adult carer will also be considered.

Applications are also encouraged from organisations whose principle aim is wider than solely supporting carers. The fund is also interested in supporting applications from organisations supporting younger working age carers, BAME and LGBTQ+ communities.

Community and voluntary organisations, registered charities, and social enterprises are welcome to apply.

There is no limit to the size of organisation that may apply. Joint proposals and collaborative applications will be welcomed.

4. Funding available

Whilst we wish to work flexibly to support a wide range of recipients, the majority of grants will range in size from £5,000 to £10,000. Grants may be awarded over a period of up to three years depending upon the project and the need demonstrated.

Grant awards will be linked to the size of the organisation

Grants of up to £5,000 per year will be available for organisations with annual turnover up to £250,000.

Grants of up to £10,000 per year will be available for organisations with annual turnover greater than £250,000.

Grants for amounts greater than £10,000 per year will be considered in exceptional circumstances.

5. What we don't fund

- Individuals
- Provision of respite care
- Activities already provided for through the existing statutory contracts
- Buildings or vehicle costs
- General appeals for funding
- Political groups or activities promoting political beliefs
- Religious groups promoting religious beliefs
- Projects that take place before an application can be processed
- Activities that are intended to raise funds for other organisations
- Activities taking place outside Gloucestershire

7. How to apply

You will need to complete an application form. You can apply online on the 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 will be rejected if these supporting documents are not provided.

8. What will happen next?

Once we have received your application it will be assessed by a member of GCF staff who may contact you for further information or to arrange to meet to discuss the application in more detail. Applications will be considered by a Grants Panel comprising GCF Trustees and advisors with experience and expertise in the care sector.

There are two Carers Gloucestershire Legacy Fund grants panel meetings each year, please see the website www.gloucestershirecf.org.uk for deadlines for this programme.

Please note, the decision of the Grants Panel is final, and there is no right to appeal (please refer to section 9 and 10 of the GCF Grant Making Policy).

9. Reapplying?

Groups can reapply for funds from the Carers Gloucestershire Legacy Fund 12 months after their last award.

10. Monitoring and evaluation

At an appropriate time, usually six months, after the grant has been paid we will send you a progress report form. This form asks for details of how the grant is being spent, progress with the project and what has been achieved. In addition, a member of staff or trustee may contact you to arrange a visit to find out more. A further grant report will also be requested upon completion of the grant or 12 months after the grant was awarded (which ever is soonest)

11. 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 GCF. 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 GCF 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>

12. Need more information?

If you need more information about the Carers Gloucestershire Grant Programme please contact:

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