

CRITERIA

BEDFORDSHIRE STABILITY FUND

A FUND MANAGED BY

BEDFORDSHIRE AND LUTON COMMUNITY FOUNDATION

A FUND ESTABLISHED IN CO-OPERATION WITH A NUMBER
OF LOCAL GRANTMAKERS & DONORS



Bedfordshire & Luton
Community Foundation

INTRODUCTION

This is the second phase of the Bedfordshire Coronavirus Fund, established to provide support and stability to local grassroots organisations during these turbulent times. This fund has been developed in collaboration with a number of other grantmakers in the county and our thanks goes to following contributors; Steel Charitable Trust, London Luton Airport Ltd, London Luton Airport Operations Ltd, Amateurs Trust & Wixamtree Trust.

Priority will be given to applicants able to demonstrate a good track record of delivery, including evidencing how they have managed to adapt their services to support the most vulnerable communities impacted by Covid-19.

AIMS

This Fund aims to provide longer term stability to charitable organisations in Central Bedfordshire & Luton, helping them to recover from the impact of the Covid-19 pandemic. The fund will offer financial stability over a period of 2 years to established charitable organisations.

The fund will support the following:

1. Organisations directly supporting people experiencing hardship as a result of the crisis.-this can include core funding
2. Activities/projects that will primarily benefit the most vulnerable communities impacted by Covid-19.
3. Ongoing services or activities, whilst organisations continue to adjust to the impact of the pandemic.

Please note if you are applying for core cost funding, you will be asked to evidence your organisation's current financial position and plans for return to sustainability within a known timescale, including:

- Information to explain current financial position
- Operational plans and financial forecast, covering the next 12 months
- Smaller community groups can submit a simple budget/ plan showing projected income and expenditure for the next 12 months.

GRANTS OFFERED

Grants are available of **up to £20,000** per year for a maximum of 2 years.

PRIORITIES

There are a number of key priorities for this fund and applications are welcomed from organisations who are predominately focussing on the following:

1. **Mental Health** – Young People; Elderly; Social Exclusion
2. **Poverty** – Homelessness, Advice, Information, Guidance (IAG) & Employment and Retraining (in particular for young people),
3. **Equity** - Educational Disadvantage (Young People), Health and those working with beneficiaries that have been disproportionately affected by Covid-19.

Please note: as we anticipate a huge demand for this fund, priority will be given to organisations that are not also in receipt of monies from the London Luton Airport Ltd Community Investment Fund.

ELIGIBILITY

We are only able to consider applications from not-for-profit constituted groups that have clear charitable aims, based and delivering services in Central Bedfordshire and/or Luton. Applications from the following types of organisations/groups will be considered:

- Registered UK charities, including charitable incorporated organisations
- Constituted Community groups and non-registered charities
- Companies Limited by Guarantee with clear charitable aims and without share capital

- Community Interest Companies Limited by Guarantee without share capital, social enterprises and community benefit societies (please review our guidance around CIC's and Social Enterprises before applying)
- Parish and town councils (if the funded activity is not deemed part of their statutory duties)
- Parent Teacher Associations (PTAs/PTFA's)
- Churches and other religious organisations (if the funded activity is not deemed to be proselytising).

If you are applying in partnership or as part of a consortium the organisation that submits the bid will be known as the lead organisation and must be an eligible entity from the list above, this organisation will manage the funds and the outcome monitoring if successful. The lead organisation should have a signed partnership agreement with all the other organisations in the consortium. Please speak to a member of the Grants team in the first instance if you are looking to apply as a consortium/partnership

INELIGIBILITY

This fund is not open for applications from:

- Organisations that do not have at least three **unrelated** Trustees/Directors (if you have more than this the majority must be unrelated individuals with no financial interest in the organisation).
- Applications where those benefiting do not live in Central Bedfordshire/Luton.
- Organisations that are currently inactive/ not delivering services and activities
- National charities and their affiliates
- Individuals
- Private Businesses
- Community Interest Companies limited by Shares
- Organisations or activities that promote political parties or the propagation of religion or conduct of worship. (Religious organisations may apply for funding for non-denominational activities that demonstrate wider public benefit.)
- Organisations or activities which are inconsistent with public policy, for example, the promotion of terrorism or of sectarian interests.
- Projects that should be funded from statutory sources
- Applications from Local Authorities
- Organisations that do not have a proven track record of delivery **or** have not been operating for more than 1 year

WORK THAT CANNOT BE SUPPORTED

- General appeals or sponsorship
- Costs towards professional fundraising fees
- Work normally funded from statutory sources or undertaken by or on behalf of statutory bodies
- Work undertaken by/ on behalf of schools, colleges or universities as part of their statutory curricular activities
- Work where the main beneficiaries are animals
- Overseas holidays or trips
- Retrospective grants i.e. for items already purchased or activity that has already started
- Applications that support the furtherance of any one religion or political party.
- Organisations that have not fully completed all sections of the grant application form, provided all other requested information and documents or who have not answered any subsequent questions put to them.
- Organisations that do not have a building society or bank account (which must be in the name of the organisation).

SUPPORTING DOCUMENTS

The following supporting documents must be uploaded with your application alongside a **copy of the full budget breakdown for the project/activity & financial forecast information**:



MONITORING AND EVALUATION

Successful organisations will be required to complete interim progress reports as well as a monitoring report at the end of the project. We will be asking how the grant was spent, outcomes achieved or not, as well as the difference the project has made, any key issues and lessons learnt. Funded organisations should so be willing to discuss the progress of the project over the phone as and when necessary and to host visits that will assist with learning and best practice.

Before beginning the project, we suggest you consider:

- Who will write the interim progress reports and end of grant monitoring form report
- What your aims and objectives are and how will you track progress against these
- What information you will collect:
 - Quantitative data (numbers) – how many people are taking part or using the service, achieved goals (e.g. employment, improved health)
 - Qualitative data (stories/case studies) – feedback from users and volunteers, observed increase in skills, confidence etc.
 - Learning – feedback from project participants, what went well, what would you do differently etc.
 - Feedback from partner organisations

DECISION MAKING PROCESS

All applications will be reviewed and are subject to a thorough assessment and relevant due diligence checks by BLCF. [Find out more here](#). **Only those applications that best meet the criteria for the fund will be shortlisted and considered by the grants panel.** The panel is made up of local individuals & donor representatives and we reserve the right to decline or accept any application, according to the decision of the panel.

Organisations seeking support around financial stability will also have additional questions asked of them as part of our financial checks.

We would encourage all applicants to investigate other sources of funding and where possible seek match funding, this could be through their own fundraising efforts or via Grants from other charitable trusts and organisations. Your local CVS will be able to provide advice and guidance around alternative funding available, please visit www.cvsbeds.org.uk

Only requests for funding made via the official online application form will be considered. The form can be accessed via our website under the appropriate grants tab: www.blcf.org.uk

The deadline for the first round of applications will be 26th February 2021. With decisions made at the end of March, we will contact applicants by email to notify them of the outcome.

EQUAL OPPORTUNITIES

We are committed to promoting equal opportunities and to valuing diversity regardless of age, gender, race, ethnic origin, nationality, religion/belief, culture, language, disability, learning difficulty, sexual orientation, marital status, economic status, health status, or any other discriminatory grounds.

Should you have any queries about this criteria or applying to this fund please contact a member of the BLCF team who will be able to help either by phone: 01582 522422 or email administrator@blcf.org.uk

****This fund is only open to organisations who are based in Central Bedfordshire & Luton****

If your organisation is based in Bedford Borough please refer to our website for further information.