

The Community Fund



Item Code FS190013 Oct/03 Edition no 2

0845 300 1818

The Community Fund will be merging with The New Opportunities Fund in April 2004 and they will be launching under a new name. If you have this factsheet after this date, please check the website for an updated version.

Lottery Funding

The National Lottery was introduced in 1994 to raise money for good causes. For every pound that is spent on a lottery ticket, 28 pence is given to good causes. There are six funding areas which benefit from National Lottery money: sports, arts, charities, heritage, millennium projects and new opportunities

The aim of the Community Fund is to give grants to groups that help meet the needs of those at greatest disadvantage in society and improve the quality of life in the community. This programme distributes grants between £500 and £250,000. Information on the other areas of funding can be found at the end of the factsheet.

Community Fund

The Community Fund has six grant programmes. These are:

Grants for large projects

Grants for medium sized projects

Strategic grants programme

International grants programme

Research grants programme

Awards for All programme (Details of this on factsheet FS190015)

This factsheet covers applicants for Grants for large projects and medium sized projects, as they are the section most appropriate to Scouting.

Grants for large projects

Types of projects, which may be considered under the Grants for large projects programme.

- a) New community buildings and extensions
- b) Repair and renovation of existing community buildings.
- c) Land lease or purchase.
- d) Leader Training.
- e) Training publications.
- f) Volunteer recruitment and training.
- g) Increasing Group Membership.
- h) Vehicles (unlikely unless part of a community transport scheme or mobile resources centre)

For a, b and c above a minimum lease of 5 years is required for grants up to £30,000, 10 years for grants between £30,000 and £100,000, 15 years for grants over £100,000 to 250,00 and 20 for grants over £250,000. (These amounts apply to the total capital cost of the project, not just the grant you are asking for)

The average size of grants is currently £100,000 over 3 years. If you want to apply for more than £250,000 please call your local community fund office.

Priority information

There are six priority groups for funding:

- 1) Children and Young people

The Scout Information Centre

Gilwell Park Chingford London E4 7QW Tel + 44 (0)20 8433 7100 Fax + 44 (0)20 8433 7103 email info.centre@scout.org.uk www.scoutbase.org.uk

- 2) Older people and their carers
- 3) Disabled people and their carers
- 4) Black & minority ethnic communities
- 5) Refugee and asylum seekers
- 6) People in areas disadvantaged by social and economic change.

Capital or revenue funding can be applied for over a one to three year period. Capital costs must be based on quotes or estimates from at least two suppliers.

Projects with a total cost of £200,000 plus must be accompanied by a detailed business plan even if you are asking the Fund to provide less than £200,000 towards it. The Fund may sometimes ask for a business plan for projects with a total cost of under £200,000.

Projects costing £30,000 for new buildings or refurbishment/renovation of existing buildings require a business feasibility study. For projects costing more than £100,000 the Community Fund require a Scheme Design Study. The Community Fund will consider funding the full cost of this.

100% funding can be requested, but it is advisable to raise at least 10% of the funds you require. If this is unrealistic raise as much as possible and request the remainder to complete the project.

Grants for medium sized projects

If the total costs of your project is £60,000 or less and you are not spending more than £30,000 on building work, you may be able to apply for a grant under the programme for projects of this size. This scheme has a simplified application form and it is hoped there will be faster decision times from Community Fund Assessors than with the Main Grants Programme.

This programme supports eligible groups with projects that will mainly benefit people or organisations in a country or region where this programme is running.

Priority information

Please refer to the large grants section

Other information

The Community Fund will not fund individuals, trading or profit-making companies, projects, which should be funded by statutory bodies, projects, which do not meet the programme criteria, or those which fall under the jurisdiction of another programme.

Previously only independent branches could apply for a grant. However, dependent branches can also apply provided they have an appropriate constitution and the support of their parent organisation e.g. a County Canoeing Club could potentially apply with the support of their County. A dependent branch must have its own management committee, its own bank account and produce its own annual accounts (which are scrutinised) to be eligible.

A Section within a Scout Group is NOT a dependent branch and is NOT eligible to apply in its own right. However, a Scout Group can apply on behalf of a Section.

Funding Priorities

To meet the aim of the Community Fund there are different funding priorities for Wales, Scotland, Northern Ireland, and each England region and for projects working throughout England. If your project does not meet one of the priorities you may still be awarded a grant.

Frequently asked questions

The following section is comprised of answers to questions frequently asked on both the grants for large projects and grants for medium sized projects application forms.

NB: Where the word "Group" is used in the rest of this fact sheet it can be taken to mean District or County/Area as appropriate.

How do you know there is a need for your project?

If your project is for a new building or renovations or repairs, you must explain why your current facilities are no longer suitable for your needs and give examples. Are the facilities too small, too old, dilapidated, condemned, do they fail health and safety regulations, etc?

What additional services/activities will you be able to offer once your project is completed that are currently not possible.

In addition it helps your case to be able to show its availability to the wider community. You could mention other community users under this section to illustrate the need for your project. E.g. Play groups, Senior Citizens clubs, Women's Institute, etc.

You must contact groups you believe may be interested in using your facilities and ask them to express their non-binding interest in the form of a letter. Do not assume other community groups will use your facilities, ask them.

If your project is for Leader Training, Volunteer recruitment, etc. you must demonstrate a need through facts and figures.

The Community Fund may ask for evidence to back up any claim you make.

What skills and knowledge does your committee or staff have that would help them to manage this project?

It is important to show that the people managing your project are competent and have the correct skills and experience to do so. For example, is there a bank manager or an accountant managing the finances, a builder or surveyor overseeing any building work, has anyone successfully managed a similar type of project previously, etc?

How many people or other organisations do you expect will directly benefit from your project during the period covered by our grant?

This figure should include the membership of all community groups that will benefit from your

project as well as your own Group membership. The figure must be realistic.

List other services that are provided to meet the needs identified

You must show evidence of research in your answer. Find out about other voluntary and community organisations/projects in your area and what they do. Describe how your project will complement other services and how you can/will develop relationships with other organisations to provide a better service for the wider community.

How will you link with and add to these services including those in the statutory sector?

List other similar organisations/facilities that are funded by statutory authorities (e.g. run by the council, LEA, etc.) and explain how your project differs/offers more/is better than these.

For example, if applying for a building or building work give details of other village halls/community centres in your area. Contact local schools, youth service etc. to find out what other youth groups and activities are run in your area, there may be some you were not aware of. You must show evidence of research into your local area.

How will your project help to meet the needs of those at greatest disadvantage in society and/or improve the quality of life in the community?

You need to explain how your project meets the aim of the grant programme. You need to explain how your project will meet the identified needs, how your project will make a real and lasting difference to people's needs, how meeting those needs will improve the quality of life, and how you will make sure that disadvantaged people have full access to the benefits of your project

What type of organisation are you?

1. If your Group has its own registered charity number then tick the "Registered charity in England or Wales" box and insert your registration number.
2. If you have applied for charity registration but your application has not yet been approved tick the "Waiting to be registered, or recognised, as a charity" box and insert your Charity Commission application reference number.
3. If you have neither of the above but reclaim income tax, for example, through Gift Aid then:

Groups in England and Wales should tick the "Exempt or excepted charity registered with the Inland Revenue in England or Wales" box and insert your claims reference number.

Groups in Scotland or Northern Ireland should tick the "Charity recognised by the Inland Revenue in Scotland or Northern Ireland" box and insert your claims reference number.

4. If none of the above apply to your Group you must tick the "Unregistered organisation" box.

You must not under any circumstance use the national charity registration number of The Scout Association for this or any other grant application.

Constitution

Constitutions can be found in Policy, Organisation and Rules (P.O.R.) which can be obtained from the Information Centre at Gilwell Park on 0845 300 1818 or from www.scoutbaseuk.org.uk

Constitutions can be found in Policy, Organisation and Rules (P.O.R.).

The Constitution of The Scout Group – **Chapter 3, Rule 3.22**

The Constitution of the Scout District – **Chapter 4, Rule 4.21**

The Constitution of the Scout County – **Chapter 5, Rule 5.16**

The constitution must be typed out on Group headed paper; the name of the Group inserted and be formally adopted at the next executive committee meeting. Two members of your Executive Committee should sign the copy sent to the Fund. **NB: There is no need to send a full copy of POR.**

Groups in Scotland are requested to consult Scottish HQ regarding Type of Organisation and for constitutions.

When did your organisation start?

Insert the start date of your Group if it is known. If not you can contact the Records Office via the Information Centre on 0845 300 1818.

Staff and volunteers

The volunteer figure can include such people as parents and others who help with events, etc. not just those who run the Group on a regular basis.

How do you make sure that your organisation reflects the community it serves?

This question refers to equality of opportunity. You must demonstrate that your Group membership is open to all and that it is typical of and reflects the 'make-up' of your local community. E.g. If your community has a large number of single parent families or a large ethnic population this should be reflected in the membership of your Group.

Additionally, if you are applying for a new building or building work you should show that your facilities are open and accessible to all and that the current user groups are typical of the 'make-up' of your community.

The Scout Association Equal Opportunities Policy for Young People, Leaders and Other Volunteers can be found in P.O.R, **Chapter 2, Rule 2.1 and 2.2**

Attachments/Supporting Material

Only send attachments/supporting material, which are requested by the Community Fund i.e. those items listed in the checklist of the application form.

Do not send any additional information until it is requested by the Fund. It may not be appreciated and will not help your application in any event.

Contacts

Further information can be obtained from the Fundraising & Sponsorship Department:

Email: fundraising@scout.org.uk

Tel: 0845 300 1818

We are more than happy to look at your application prior to submission and provide any relevant advice.

Groups, Districts and Areas in Scotland are requested to contact Scottish HQ for advice:

Tel: 01383 419073

Application packs are available from the Community Fund:

Tel: 0845 791 91 91

Or you can download them at from their website

www.community-fund.org.uk

This site also provides details of funding priorities for every region and up to date news from the Community Fund.

Other Lottery Funding:

Heritage Lottery Fund: The Heritage Lottery Fund (HLF) enables communities to celebrate, look after and learn more about our diverse heritage.

Website: www.hlf.org.uk

Email: enquire@hlf.org.uk

Tel: 020 7591 6042

Sport England:

Website: www.sportengland.org

Tel: 020 7273 1500

Sport Scotland:

Website: www.sportscotland.org.uk

Tel: 0131 317 7200

Sports Council for Wales:

Website: www.sports-council-wales.co.uk

Tel: 029 2030 0500

Sports Council of Northern Ireland:

Website: www.sportni.net

Tel: 028 90 381222

Awards for All: Factsheet FS190015