

Making Applications

Before making your application

Before starting to make your application you should be clear about what you are applying for. Most funders will want to see a specific project that you are applying for, whereas some are happy to supply running costs for the organisation. If you are thinking of applying for a specific project make sure that it is viable; that what you want to achieve is possible and that there is a need for the work that you are planning on doing. Make sure that the project is well planned and well budgeted (the budget in the Financial Management Section of 'Starting Your Organisation' may help with this).

Other issues that you may want to think about when planning your project are;

Are the outcomes worthwhile and achievable?

Can the project organiser deliver?

What are the long term goals? – Are they smart – specific, measurable, achievable, realistic, timed?

What will happen afterwards?

You may also want to establish an exit strategy

Looking for funders

One of the most important things to remember when making any funding application is to research the funder and to become familiar with their guidelines and their priorities, which may change on a quarterly or annual basis. It is always a good idea, once you have read the guidelines (several times!) to then make personal contact with someone from the Trust/Organisation to chat over your idea for your application. This way they will be able to tell you whether what you are planning is suitable and may be able to give you some pointers about how best to make your application and in what format they would like it submitted.

You may also want to ask the following questions:

Are you in the right area for the funding?

Have they funded anything similar recently?

Is the project the best way of spending their resources?

Is the project purely local or could it have a wider effect?

Would the project provide the funder with a good opportunity for publicity?

You should also ask them about any time scales they may have and make sure they fit in with yours.

Making the application

Once you are happy that the funder is suitable for you to approach for you what you want to apply for make sure you assemble all the relevant information. Make sure you know what you need to send as supporting information e.g. governing documents, accounts, policies and procedures and quotations for any equipment required etc, but don't send in irrelevant information; only send what is requested.

Make sure that you answer all the questions on the application form or, if you are just required to send a letter that you relate the letter to the criteria that they have set down.

Sustainability

How do I make sure that my group continues?

Once you have secured your first lot of funding, you will need to think quickly about how you will sustain your organisation beyond the life of the project/funding that you have. You may have considered this prior to this point but it is likely that your focus would have been on your first lot of funding, only. Even if your initial funding is budgeted to last you a year, this is still the time to be thinking about how you will continue, financially. One way that you can do this is to make small charges to your service users, if this is appropriate, and keep this in your account as unrestricted income that you can then use once then restricted funding has ceased. For example, if you're running a football club, you would apply for a grant to cover ALL costs for the year but then by charging subs to the children that attend the club unrestricted money will accumulate. This money could then help to keep the organisation afloat until more major funding is secured.

At this time it would be appropriate to register as a charity as you will now have more than £1000 in your accounts and by becoming a registered charity you will have many more opportunities for larger amounts of funding; most trusts and large Government and Lottery funds only seek to fund registered charities so by doing this you will be opening many more funding possibilities.

Core Costs and Running Costs

Core costs and running are the everyday expenses of running your organisation. They will include all overheads such as rent, lighting, heating, electricity and other general resources that are essential to keep your organisation running and are often difficult to obtain from funders. Most funding bodies, particularly Lottery and Government funds only want to fund projects that have a beginning, middle and an end and that have outputs and outcomes.



Funding Opportunities

There are 4 main sources of funding for organisations; Lottery, Government, Trust and European. They each have different methods of application and assessment and they all have different criteria and priorities for funding so it is best to check which type of funding is best suited to your group before completing application forms. Within each of these types of funding there are different pots of money available for different projects that you might be co-ordinating. Again, it's best to check what suits your project before filling in forms.

Lottery

Lottery Funding is distributed through various funding streams including:
The Heritage Lottery Programme: funding ranges from £5,000 through the Awards for All Scheme up to £2million for large heritage projects such as the refurbishment of an important historical building. All projects must have a heritage element and a community benefit. They are contactable on 0870 900 0401 or visit their website at www.hlf.org.uk for more information.

The Big Lottery, will distribute half of all National Lottery funding and will play a key role in tackling disadvantage and improving the quality of life in communities. They are contactable on 0845 410 2030 or visit the website at www.biglottery.org.uk

Also joint funding streams between Government and Lottery including Football Foundation **Up to £10,000** 020 7534 4210 www.footballfoundation.org.uk

And Arts Council **£200 – £30,000** 0845 300 6100 or visit their website at www.artscouncil.org.uk

Government Funding

The Government distributes funding from a number of departments for different types of organisations and projects. Government funds include:

Neighbourhood Renewal Fund
Neighbourhood Support Fund
Local Network Fund (Appendix 10)
Flourishing Neighbourhoods
Single Regeneration Budget

Trust Funding**Lloyds TSB Foundation**

Gives grants to charities working on new or established projects that benefit people throughout England and Wales

Average £15,000

0870 411 1223

www.lloydstsbfoundations.org.uk

Esmee Fairbairn Foundation

Supports registered charities and not-for-profit organizations carrying out charitable work in one of the four programme areas.

Average approx £38,000

020 7297 4700

www.esmeefairbairn.org.uk

Neighbourhood Support Fund

Funds organizations that work with young people that are excluded or disengaged from mainstream education, employment and training

average £40,000

Young people, NEET

www.nsfund.org.uk

BBC Children in Need

Give grants to organizations working with disadvantaged children and young people aged 18 and under living in the UK

Disadvantaged children and young people

www.bbc.co.uk/pudsey

Barclays Community Programme

Grants for projects involving social inclusion, the arts, education, the environment and people with disabilities

£1,000 – £25,000

arts, education, environment and disabilities

Large Grants**Repair Grants for Places of Worship in England**

A fund for all formally constituted faith groups and denominations, Christian and non-Christian that worship in a grade I, II, III listed building that is used for worship on at least 6 days per year

£10,000 – £200,000

Repairs/Renovations, Places of Worship

www.hlf.org.uk

Heritage Grants

Funding for parks, land, archives, buildings and museum heritage projects.

£50,000 – £1m+

Heritage, Buildings

0870 900 0401

www.hlf.org.uk

Landscape Partnerships

This initiative allows partnerships representing a range of heritage and community interests to tackle the needs of landscapes, whose various elements may be in different ownership.

£250,000 – £2million

Heritage, communities, landscape identity

0870 900 0401

www.hlf.org.uk

Public Parks

This initiative helps with the restoration and regeneration of historic parks and gardens, wherever they are, including urban squares and cemeteries

£50,000 and over

Restoration, regeneration, social or economic deprivation

0870 900 0401

www.hlf.org.uk

Townscape

These grants help communities to regenerate the historic parts of their towns and cities particularly in socially and economically deprived areas

£250,000 – £2million

Repairs, historic properties

0870 900 0401

www.hlf.org.uk

Future Builders

A Government grant to increase the role that the voluntary and community sector plays in the delivery of public services

£30,000 – several million

Community, public services

www.futurebuilders.org.uk

0191 261 5200

European Funding

European Social Fund (ESF)

Aimed at help organisations to target unemployment, training, education, lifelong learning and encourage entrepreneurship.

Approx will fund upto 45% of costs

0121 683 8891

www.wmeuronet.co.uk

Global Grants

Aimed at groups that cannot access ESF, focus on local needs, unemployment and exclusion.

Between £500-£5000

0121 683 8891

www.wmeuronet.co.uk

