 

**North Yorkshire Coast Fund**

**Guidance Notes**

**Overview**

The North Yorkshire Coast Fund has been developed for the wellbeing of people and communities in the former borough of Scarborough. Within this, priority is given to work with children and young people to thrive and to help promote good mental health.

Projects should be working towards addressing the following priorities:

* Increasing and/or improving mental health and wellbeing provision for young people
* Empowering and enabling young people to take an active role in the designing and delivery of activities in their communities
* Enable people to build social interaction / have conversations about challenging topics
* Community cohesion, celebration and integration activities
* Community activities that bring people and neighbourhoods together to address key issues identified by the community

**Grants**

You can apply for grants between £500 and £5,000 for projects lasting up to 12 months.

Closing date: 12 noon on Monday 12th August.

An application link can be found on our website at <https://www.tworidingscf.org.uk/fund/north-yorkshire-coast-fund/>

Delivery of projects focused on young people should take place outside the school setting and typical school day.

The fund will support direct project costs. The fund is committed to the principle of full cost recovery to ensure that groups are supported with ongoing sustainability. For further information about full cost recovery please see our [guide](file:///C:/Users/acrossland/AppData/Local/Microsoft/:w:/g/EXka29EeozZDkUDIAgrIp20BpiQEIupz7mnLd5KWoLLSsA).

**Examples of what funding can be used for**

We are open to considering a wide range of projects and keen to have a variety of activity that supports the communities and young people in the former borough of Scarbrough.

* Activities that support people who may be experiencing loneliness and isolation
* Activities to bring people together, including projects in music, arts and sports
* Activities that encourage people to be active, particularly projects that aim to break down barriers to participation
* Activities that enable young people's voices to be heard in community forums, processes and decisions that shape their lives.
* Information, advice and guidance
* Mental health support, including counselling, peer support and mentoring
* Debt and money advice

The list of possibilities above is not exhaustive and we will be running an introductory session for potential applicants to start to explore ideas.

**Area of benefit**

The area of the former borough of Scarborough.

A map of a large area

Description automatically generated

**General Eligibility**

In order to apply to the North Yorkshire Coast Fund your organisation must be:

* Either a small voluntary organisation, community group, small charity or other type of not-for-profit organisation provided that the purpose of the grant is wholly charitable (please see our FAQs for additional requirements for CIC’s and CBS’s)
* Be based in or delivering services in the former Borough of Scarborough
* Have a governing document (constitution, rules, memorandum, or articles of association) in the name of their organisation outlining charitable objectives and with a charitable dissolution clause
* Have a bank account in your group/ organisation’s name with at least two signatories, who are not related to one another
* Have an annual income of under £500,000 per annum based most recent submitted accounts or current years income forecast (Locally led, grassroots groups.)

**Who and what cannot be funded?**

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| --- | --- |
| * Private Businesses or individuals * General appeals or sponsorship * National organisations and their affiliates * Work which has already started or taken place / retrospective funding * Work normally funded from statutory sources * Work undertaken by or on behalf of statutory bodies as part of their statutory activities * Prize money * Purchase of gifts * Work of a political nature * Lones, deposits or on-granting | * Work undertaken by/ on behalf of schools, colleges or universities as part of their statutory curricular activities * Work where the main beneficiaries are animals * Work which does not directly benefit people living in the area of benefit * Overseas holidays or trips * Organisations that mainly give funds to other organisations or individuals * Work for the advancement of religion (applications are accepted from religious groups working in the community provided that the main focus of the project is not proselytising) |

**How to apply**

1. Ensure you meet all the eligibility and fund criteria above and that the fund is currently accepting applications.
2. Complete the online application form. A link to this is found on the North Yorkshire Coast Fund page of the Two Ridings Community Foundation website at <https://www.tworidingscf.org.uk/fund/north-yorkshire-coast-fund/>

The online application process is straightforward and provides an option to save your application as you go so you can dip in and out of the application before you submit it. If required a paper version of the application form is available on request.

1. Attach your supporting documents (listed below) to the online application or if you have requested a paper version of the application form, please send the complete form along with copies of your supporting documents to: Two Ridings Community Foundation, Pavilion 2000, Amy Johnson Way, YO30 4XT

* The organisations constitution/governing document/set of rules
* A copy of a Bank Statement (dated within the last three months) or paying in slip in the name of the organisation applying. We cannot accept transaction lists or screenshots of transaction. [Click here](https://www.tworidingscf.org.uk/wp-content/uploads/2023/10/bank-statement-guidance.pdf) for some guidance on your bank statement.
* Contact details (address, email & phone number) of your management committee / trustees / directors.
* The organisations most recent annual accounts or financial records 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 a set of management accounts.
* A safeguarding policy if your organisation works directly with children or vulnerable adults.

**Applications will only be processed when all documentation has been received.**

If you do not have all these documents, please do get in touch, we may still be able to consider your application or signpost you to further support.

**Assessment and Award**

* All eligible applications will be assessed. One of our volunteer or in-house assessors may contact you to chat about your application to help us better understand your funding request. This may be over the telephone or in person. When assessing applications, we will look at the following:
  + How your group/activity is set up and managed
  + How well your finances are managed
  + Evidence of need for your project
  + Your commitment to ensuring equal opportunities and the inclusivity of your project
  + Value for money offered by the project
  + How well the project meets the fund criteria and the priorities.
* All eligible applications will be considered by a funding panel, which includes young people from the area, and local council representatives, the donors, and Two Ridings Community Foundation Grants committee. The final decision cannot be changed, and no discussion will be entered into although we will try to provide constructive feedback if we can. In certain circumstances applicants will be awarded a pledge. This is the promise of a grant if/when certain conditions are met.
* There is no appeals process for grant awards. If an applicant feels dissatisfied with the outcome they can make a complaint and our [complaints policy](https://www.tworidingscf.org.uk/key-documents/) provides the detail of how to do this.
* Following the panel meeting, we will contact you by email to let you know the outcome. We aim to give you a decision within 8 weeks of the application deadline.

**Monitoring and Evaluation**

* When your project is complete, you must fill in an End of Grant Monitoring Form. This is available as an online form very similar to the online application form. Should your application for funding be successful, the link to your end of grant report will be sent to you when your grant payment is made. After your grant period, you will not be eligible to apply for further grants from Two Ridings until we have received your end of grant monitoring as it finalises your grant.
* We aim to undertake monitoring visits on a proportion of funded applications, and we will contact you to arrange a visit if this is required.
* Successful applicants **must** ensure that the Foundation is included in any publicity and our logo’s will be provided for this purpose.

If you require any assistance with the completion of your application, please contact our Grants Team on 01904 929500. We are happy to help.

**Equal Opportunities**

The Foundation is committed to equal opportunities for all and expects groups and organisations applying for grants to show that they are aware of equal opportunities and can demonstrate commitment to them. (A copy of the Foundation's equal opportunities policy is available on request)