



Nidderdale Plus Community Fund Guidance Notes



Overview

The Nidderdale Plus Community Fund has been established by Nidderdale Plus, who are donating the income from their charity shop in Pateley Bridge. The fund aims to provide a sustainable source of funding to support local charitable activity in Nidderdale and the surrounding area (see map at the end of this document). The priorities will be updated each year, in line with local need and opportunity.

What type of activity can be funded?

The Nidderdale Plus Community Fund opens on **5 February 2024** for applications from local organisations.

Local groups can apply

- to run activities and services,
- to cover essential running cost such as utilities, rent, core staff, insurance and so on,
- or to cover the costs of small capital schemes.

We would particularly like to receive applications from organisations who are addressing the following:

- promoting wellbeing
- fostering independence
- cultivating a sense of belonging
- community energy needs

We will give priority to applicants that:

- can evidence demand,
- are working with people who need extra support to stay independent and well.

We will support and consider applications only from groups working in, or for people living in Nidderdale and the surrounding area as indicated on the map at the end of this document.

We also expect that applications should reflect the concerns and priorities of the target beneficiaries and fit well with existing community services/activities.

The Nidderdale Plus Community Fund is keen to support community inspired and led projects, activities and events which help to demonstrate how a small investment can make a big difference to the local community.

We are committed to the principle of **full cost recovery** to ensure that groups are supported with ongoing sustainability. This means that you can apply for a proportion of your essential costs to support your project. For further information about full cost recovery please see our [guide](#).

Who can apply?

Grants from the Nidderdale Plus Community Fund are targeted at small voluntary and community groups and charities and other types of not-for-profit organisations with charitable aims, where a small amount of money can make a significant difference. We consider a small group to have up to £200,000 income a year.

How much do we award?

In this round, grants will be available of up to £2,000. It is anticipated that the expenditure would be completed within 18 months of the grant award.

If funding is requested for a specific project, the scheme can fund 100% of project costs or can be part of a combination of funding to meet the full amount needed. However it is unlikely that priority will be given to projects where the grant award would represent less than 20% of the total project cost.

When can you apply?

The fund is open from **5 February 2024** until **midday, 25 March 2024** with outcomes given by the **end May 2024**.

General Eligibility

The Nidderdale Plus Community Fund welcomes applications from charitable and voluntary groups with very few exceptions.

Our focus is to support small, grassroots organisations.

Your organisation or group does not have to be a charity registered with the Charity Commission but all groups applying to Two Ridings Community Foundation for funding do need to:

- Work primarily for the benefit of people in Nidderdale and the surrounding area (see map)
- Be 'not for profit'. Please note, we have additional requirements when considering a request from a Community Interest Company and [further information can be found by clicking here](#),
- Have a governing document (also known as a constitution, rules, memorandum, or articles of association) 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,
- Be locally led and run (including locally constituted and managed branches of national charities),
- Have at least three unrelated trustees, directors or management committee members.

However, some types of work cannot be funded:

What cannot be funded?	
<ul style="list-style-type: none"> • Private Businesses • General appeals or sponsorship • National organisations and their affiliates • Work which has already started or taken place; we cannot provide 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 	<ul style="list-style-type: none"> • Work undertaken by/ on behalf of schools, colleges or universities as part of their statutory curricular activities • Work for the advancement of religion (applications can be accepted from religious groups working in the community provided that the main focus of the project is not proselytising) • 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 • Awards to individuals

How to apply

- Ensure you are eligible and that the fund is currently accepting applications.
- Complete the online application form. A link to this is found on The Nidderdale Plus Community Fund page of the Two Ridings Community Foundation website at <https://tworidingscf.org.uk/fund/nidderdale-plus-community-fund/>

The online application process is straightforward, as it provides applicants with the ability to dip in and out of their application saving changes as they go. Support is also available from the Foundation to assist applicants applying in this way. If required a paper version of the application form is available on request from the Foundation.

You will need the following supporting information:

- A constitution/governing document/set of rules that sets out the purpose of your organisation and how it is managed.
- Contact details of your management committee/board of trustees/board of directors.
- A copy of your 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 the records you currently have.
- A copy of a Bank Statement (dated within the last three months) or Paying in slip in the name of the organisation applying.
- A safeguarding policy if your organisation works directly with children or vulnerable adults.

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.

- Attach your supporting documents to the online application or send these by email to grants@tworidingscf.org.uk
- If you have requested a paper version of the application form, please send the complete form and supporting documents to: Two Ridings Community Foundation, Pavilion 2000, Amy Johnson Way, YO30 4XT

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

Assessment and Award

- All eligible applications will be assessed. An assessor may contact you to obtain further information or to arrange an evaluation. 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
 - Your finances
 - 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 applications are considered by an advisory panel for The Nidderdale Plus Community Fund and recommendations are ratified by the 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](#) provides the detail of how to do this.
- Following the panel meeting, we will contact you by email to let you know the outcome.

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. You will not be eligible to apply for further grants from this scheme until we have received this form 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 are expected to give credit to the support received from The Nidderdale Fund and **must** ensure that the fund is acknowledged in any publicity and logos

for the fund and any relevant funder will be provided for this purpose with details about how the fund should be described.

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

The Nidderdale Plus Community Fund area of benefit

