Please read this information sheet carefully. It will help you decide whether or not you can apply to the reducing the impact of COVID grant 2021-23

Deadline for applications:
The closing date for all applications is
Sunday 5:00 pm 10 October 2021

The Reducing the impact of COVID grant 2021-23 is aimed at community and voluntary organisations. There is £325,000 available across Warwickshire to support:

- Warwickshire's communities and individuals to be safe, healthy and independent
- Warwickshire's economy to be vibrant and supported by the right jobs, training, skills and infrastructure

All applications should aim to build community capacity and improve the health and wellbeing of predominantly ethnically diverse communities living in Warwickshire by focusing on one or more of the following:

- Reducing social isolation
- Mental health and wellbeing
- Unemployment
- Physical health

1. 1. Who can apply?

✓ Constituted 'not-for-profit' community organisations in Warwickshire
✓ Non-constituted or new 'not-for-profit' groups working in Warwickshire that can be supported by a mainstream service or community group willing to administer the funds through an organisational bank account
✓ Warwickshire Town and Parish Councils
✓ Schools, if applying as a PTA or 'Friends of' group
✓ New or existing voluntary/community groups and organisations who are continuing to support COVID-19 response across Warwickshire

2. 2. Who cannot apply?

✗ Groups or organisations that have failed to meet the conditions of previous award agreements from Warwickshire County Council
✗ Party Political/lobby groups
✗ Individuals
✗ It is unlikely that applications from statutory organisations will be supported, with the exception of applications from town and parish councils and patient participation groups.

3. 3. What will not be funded by the grant fund?

✗ Projects that promote religious or party political beliefs
✗ Projects for personal profit or personal gain
✗ Costs relating to items purchased or work already carried out before the grant has been awarded
✗ Loans or debt repayments

- ✖ Activities that are part of statutory obligations
- ✖ Running costs of an established group or activities which are that group's main service
- ✖ Existing contractual arrangements with WCC

All projects must follow national legislation, guidance and good practice in relation to: equality and diversity; health and safety; and safeguarding.

4. 4. Application Process

a) Applications should be submitted using the online application form found on our webpage
b) Please select the correct 'lot' (please see below) for your application
    I. Lot 1 – Up to £2000
    II. Lot 2 - £2000 - £10,000
    III. Lot 3 - £10,000 - £25,000

c) Please fill in the application from carefully, bearing in mind the following:
    - Pay careful attention to the questions that are being asked, and to the scoring criteria and word count. In order to score highly, your application will need to provide clear evidence that it meets the stated criteria.
    - Dependant on the lot you are applying for you may be expected to provide more detail the maximum word counts are below.
        a) Lot 1 – Word count up to 200 words
        b) Lot 2 – word count 400 words
        c) Lot 3 – word count 600 words

    - Applicants should submit evidence of cost (e.g. quotes) where appropriate.
    - Applicants are free to submit any additional information they wish in support of their application.
    - If requested, applicants may be <u>required</u> to submit their governing document as part of their application (electronically if possible, or as hard copy where this cannot be done).

d) Applicants are welcome to discuss their project idea with the team please Email the team (contact details in Section 7). For help with completing your application form, applicants are encouraged to speak to their local Warwickshire Community and Voluntary Action (WCAVA) Funding and Group Development Officers. Details can be found on their webpage www.wcava.org.uk

e) Applications must be submitted by **the deadline date as detailed above**. Application forms can be submitted at any time, but funding decisions will only be made following the deadline date.

f) You will receive an automatic acknowledgement of your application – please also check your spam. **This is your copy of the application form so please remember to save it.**

g) All applications will be assessed against the scoring criteria as outlined in Section 6 and will be considered by the relevant panel before grant awards are made.

h) Successful applicants will be duly notified of the outcome of their application and arrangements for receipt of funding for successful applicants. Please see main website for further details.

i) All successful applicants will be required to complete a monitoring report on the impact of their project. Further details will be provided with a successful grant acceptance letter.

j) All applicants must tick to confirm that they have read the Subsidy Control Declaration and declare any subsidy/state aid (grant or financial assistance) that they, or their organisation, may or may NOT have received in the previous 3 fiscal years exceeding £325,000

5. 5. Help and Support

WCAVA provide general advice and support to Third Sector organisations across Warwickshire including accessing volunteering opportunities, developing a community group, accessing funding or strengthening governance arrangements. Visit their website at www.wcava.org.uk for more information.

6. 6. Scoring criteria

All applications will be scored out of a total of 16 points against the following criteria, based on the information you provide in your application form. Projects will gain marks by clearly demonstrating they meet the criteria as detailed.

The 'Weight' of each question represents its importance. You will see in the table below that Question 3 has a Weight of 2, where the rest of the questions have a Weight of 1; this means that your score for Question 3 will be doubled due to the importance of this question and your response to it.

Criteria	Maximum Points	Weight
1. Please describe how your project aims to address one or more of the following within Ethnically Diverse Communities: • Reducing social isolation • Mental health and wellbeing • Unemployment • Physical health	2	1
2. How do you know there is a need for this project?	2	1
3. How have you engaged with the wider community to develop this project and how will you continue this engagement with the wider community once the project is live?	2	2
4. Are you intending on working in partnership with other organisations or groups to carry out this project? If yes, please explain how. If no, please explain why not.	2	1

5. Please describe how your project will provide a direct and sustainable benefit to the local Ethnically Diverse Community?	2	1
6. Please explain how any potential volunteers for the project will be recruited, involved, managed and retained in the delivery of your project? If you do not plan to utilise any volunteers as part of the project please explain why.	2	1
7. How will you evaluate the project and measure the impact of the project from participants?	2	1

Scoring range		
Criterion not met = 0 points	Criterion partly met = 1 point	Criterion fully met = 2 points

a) The maximum score for applications is 16 points.

b) The benchmark score is 8. Applications scoring 7 or less are unlikely to be awarded.

7. 7. Project team

For further information, to discuss your application or if you require the information in a different format, please email impactgrant@warwickshire.gov.uk