

## 2D Ltd Legacy Community First Fund Grant Guidelines

The 2D Ltd Legacy Community First Fund (the Fund) provides grants of between £500 to £2,000 to small, locally-based voluntary and community groups and registered charities that primarily benefit local people in the ex-districts of Teesdale and Wear Valley (but excluding the area of Shildon). The Fund can support a broad range of projects and activities such as volunteer expenses, development and innovation activities, training and core costs.

### What type of funding can you apply for?

Examples of the types of projects and activities we will support include (but are not restricted to):

- capital items and equipment (except vehicles or mini buses)
- coaching or training activity
- project costs
- sessional costs
- a contribution to core/running costs where the expenditure of the organisation is typically less than £100,000 per year
- capacity building activities
- transport costs
- repair costs

For any single items or works between £250 and £1,000 we would accept one quote or estimate of works.

### Who we support:

Typically, we award grants to:

- constituted voluntary-led organisations with charitable aims,
- registered charities
- charitable incorporated organisations (CIO)
- social enterprises
- community interest companies (CIC)
- companies limited by guarantee that have charitable aims

Organisations seeking funding must satisfy the following conditions:

Volunteer-led organisations, registered charities and CIOs must:	Social enterprises, Community Interest Companies (CIC) and other companies must:
Have a management committee with a minimum of four unrelated members	Have a management committee with a minimum of three directors, or four directors if two are related
Have a bank or building society account in the name of the organisation/group, with a minimum of two unrelated cheque signatories	Have a bank or building society account in the name of the organisation/company, with a minimum of two unrelated cheque signatories
Have charitable aims	Have clear charitable purposes and a defined social benefit
Provide evidence of good governance practices and sound financial management (including registering with the Charity Commission, CASC or other governing body, depending on the size of the organisation)	Have a recognised status (e.g. a company limited by guarantee), and be registered with the necessary relevant body (e.g. Companies House)
Usually, you must register with the Charity Commission if your charity is based in England or Wales and has over £5,000 income per year. We may ask for evidence of this in the form of a letter from the Charity Commission confirming receipt of your application for charitable status.	Have a nominated organisation as an asset lock body.

In addition, social enterprises, CICs and other companies must demonstrate within applications that:

- the company has been registered for a minimum of 12 months
- a reasonable percentage of their income has been earned through trading
- the project they wish to fund is not a tradable asset or service
- sessional costs are in line with an appropriate pay spine structure
- the application is made for cost to deliver the project not managing the CIC
- the project or activity for which funding is sought is charitable i.e. it must not be part of the trading services for which they would usually have a charge
- there is clear evidence of need (consultation etc.) from the community and the benefit must also be clear

In managing your organisation, we would expect that the appropriate policies are in place. These should include (if appropriate) but not be restricted to:

- safeguarding policies and procedures for children and vulnerable adults
- public liability insurance
- employer's liability
- equality and diversity
- disclosure and barring service (DBS) checks carried out and in place for all paid and unpaid volunteer staff working with children and vulnerable adults

- suitable planning permissions and/or other regulations approval are in place prior to the commencement of any improvements to building or land as required.

While we may not always ask that these are submitted with all applications, we do anticipate that you hold appropriate assurances and that these can be produced upon request.

#### **We are unable to accept application from groups that:**

- have not returned monitoring forms for previous grants
- are subject to an investigation by the Charity Commission, the police or any other organisation in a legal capacity
- are connected to the donor unless a full and independent assessment has taken place to ensure that there is no conflict of interest and the proposed grant offers value for money,
- have restricted membership other than that associated with the objects of the group itself i.e. necessary for the safety/wellbeing of disadvantaged users,
- fail due diligence or do not comply with Charity Commission guidelines i.e. we would not make grants to organisations that had related bank signatories, several related trustees, income well in excess of the threshold for charitable registration etc.

#### **What we cannot fund:**

- unspecified contributions to general fund-raising appeals or large projects,
- for profit or commercial elements of charitable organisations,
- capital items for general office or company resourcing (non-project),
- public bodies to carry out their statutory obligations,
- direct replacement of statutory or public funding,
- party political activity and campaigning,
- contingency funding,
- refreshments or food,
- building or buying premises or land rights,
- projects that solely support animal welfare,
- purchase of vehicles (running costs will be considered),
- feasibility studies or initial community consultations,
- fundraising activities,
- deficit or retrospective funding,
- sponsored events, multiple trophies or prizes,
- general running or core costs, except as a proportionate contribution to a project,
- CIC start-ups
- wholly grant-maintained CICs
- profit making or business ventures, including start-up costs
- activities that are primarily about proselytization or supporting worship activities (faith organisations may apply for funding towards a project/activity that is open to the whole

community and has wider social benefits)

### **We do not normally fund**

- national or regional charities, although we can support local branches of national charities if they are financially independent and locally managed.
- salaries through Community Grants but it may be considered by some of our other programmes (please check the specific programme criteria),
- organisations whose free reserves include more than 12 months of running costs,
- medical research and equipment,
- organisations that do not have their own bank account (in exceptional circumstances and through prior agreement with CDCF a group may nominate an organisation to hold the funding on their behalf).

Please note each of our programmes and funds have their own criteria, which may vary from those listed above and so subject to change.

### **What we will not fund**

- Start-up costs for a community interest company (CIC) or social enterprise
- Year-on-year continuation funding
- Contribution to salaries (we will support sessional costs within a project)

### **Can you apply to other programmes?**

Applying to the 2D Ltd Legacy Community First Fund does not restrict you from applying to other Foundation funds.

### **Applying for a grant**

Applications can be submitted at any time. There are no closing dates for applications. You will receive a decision within 12 weeks from the receipt of a complete and eligible application. To apply for a grant, you must use our online application form which can be found by visiting [www.cdcf.org.uk](http://www.cdcf.org.uk)

### **Need more help?**

E-mail: [info@cdcf.org.uk](mailto:info@cdcf.org.uk)

Web: [www.cdcf.org.uk](http://www.cdcf.org.uk)