



Stanley Community Fund (Fund) provides grants to support charities, voluntary-led organisations and projects that have an impact in their community, enabling them to continue their work and make vital improvements to their service. Grants of up to £5,000 will be available to community and voluntary organisations for non-statutory purposes only.

The Fund will support a broad range of projects based around the following themes:

- **Regeneration**

Regeneration will be considered in its widest sense to include the social regeneration of communities i.e. the Fund will support requests from groups that deliver work schemes, skills development, access to employment, community-led activities, actions to improve the health, wealth and wellbeing of Stanley residents.

- **Environmental**

To improve local surroundings, biodiversity and habitat conservation, and to include the reuse and/or redevelopment of (non-statutory) areas for community use and benefit, where obligations for planning and landowner permissions have been previously met.

- **Children and Young People**

To improve the opportunities for children and young people, which may include but not be limited to the provision of diversionary activities, improving health and wellbeing, educational and aspirational activities and encouraging youth social action.

- **Community facilities**

To develop and maintain community facilities. All capital projects must have a tangible, lasting benefit; improvements to community buildings, sports clubs, grounds and playgrounds (including MUGA), and facilities must have clear community support and inclusion. Any and all projects must be legally deliverable and sustainable, i.e. issues concerning land ownership and planning consent must be resolved prior to an application being submitted. There must also be a viable plan in place for maintenance, insurances, routine inspections etc. for three (3) years after delivery.

The Fund will consider core and capital costs for eligible organisations.

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

Examples of the types of projects and activities the Foundation (the Foundation or 'we') will support are listed below but we will consider funding any activities that have clear community benefits:

- capital items, equipment (except vehicles or mini buses) for use in projects
- coaching or training activity



- project costs
- sessional and/or contributions to salary
- a contribution to core costs where the expenditure of the organisation is less than £100,000 per year
- capacity building activities
- transport costs
- repair costs
- IT equipment limited to maximum £1,500

For any single items or works between £250 and £1,000 we would accept one quote or estimate of works. For single items or works between £1,001 and £50,000 three quotes should be obtained and for single items or works over £50,000, we would expect to see a clear and full procurement process.

Your application will only be considered complete when all supporting documentation has been received. This includes:

- Constitution
- Recent accounts or balance sheet
- Safeguarding document
- Copy of recent bank statement clearly showing name of group, sort code and account number

### **General eligibility criteria for all organisations applying to County Durham Community Foundation**

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

#### **Eligibility criteria checks**

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 an asset-lock clause in the Company's dissolution.

#### **Important additional information for social enterprises, CICs and other companies**

As a model it is expected that all forms of social enterprise should have a tradable service or product that generates funds for social benefit. Grant funding will only be available to support this social benefit element. Social enterprises applying to the Foundation must clearly demonstrate the activity for which they are seeking funding not a tradable asset or service i.e. not an activity that would ordinarily generate income for the business.

All social enterprises, including Community Interest Companies, must demonstrate a reasonable percentage of their income has been earned through trading (usually 50% or more will be considered a reasonable percentage). Social enterprises will be asked to provide a breakdown of their income streams, quantifying the income from grants and the income from trade, to verify this.

All social enterprises must also demonstrate within applications that:

- the company has been registered for a minimum of 12 months
- the application is made for cost to deliver the project not managing the CIC
- there is clear evidence of need (consultation etc.) from the community and the benefit must also be clear
- 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
- sessional costs are in line with an appropriate pay spine structure



### Expected policies

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 (completed) 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,
- public bodies to carry out their statutory obligations,
- direct replacement of statutory or public funding,
- party political activity and campaigning,
- contingency funding,
- 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
- onward awarding of grants except in exceptional circumstances
- CIC start-ups
- 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
- 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 are subject to change.

### Can you apply to other programmes?

Applying to the Stanley Community Fund does not restrict you from applying to other Foundation funds however you may hold only one Community Grant per year.

### Need more help?

Email: [info@cdcf.org.uk](mailto:info@cdcf.org.uk)

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