



Funding guide for faith groups in the East of England

Contents

Introduction

Top tips for fundraising

Useful websites and other sources of information

Current funding streams available

Glossary of funding terms

Further reading from CDF

June 2009

Introduction

The Community Development Foundation (CDF) is a leading source of intelligence, guidance and delivery on community development, engagement, empowerment and capacity building in England and across the UK. Our vision is for an inclusive and just society and our mission is to lead community development analysis and strategy, in order to empower people to influence decisions that affect their lives.

We aim to achieve this by:

- 1 Advising government and other bodies on measures to build strong, active communities and promote community development and involvement
- 2 Supporting community work of all kinds through networks, links with practitioners, and collaborative work with partner organisations and management of local projects
- 3 Carrying out research, evaluation and policy analysis to identify good practice in all aspects of community development and involvement, and disseminating lessons through training, conferences, publications and consultancy.

CDF is a non departmental public body of Communities and Local Government (CLG) and a registered charity.

This guide is designed to help faith groups in the East of England with their fundraising. It is only a brief snapshot of some of the many different resources and funding streams available, and is not intended to be a comprehensive guide, or for wider use or dissemination.

Fundraising is a vast subject and includes many specialist areas such as funding strategies, fundraising law, tax, legacies and donations, ethical considerations, marketing, corporate sponsorship and payroll giving, earned income and social enterprise, commissioning and procurement. For the purposes of this guide we have just focussed on grant funding currently available, but the contacts section includes details of organisations that can help in all of these areas.

Top tips for fundraising

- **Develop a fundraising strategy – and remember to explore ideas for sustainability, analyse your organisations strengths and weaknesses etc.**
- **Keep up to date with current funding streams – subscribe to websites, newsletters and attend training events.**
- **Funders can only base decisions on what you tell them in your application– explain your project but keep it clear and simple.**
- **Get to know who’s who. Fundraising is often about building relationships.**
- **Always remember your SMART objectives! SMART = specific, measurable, achievable, realistic and time bound.**
- **Demonstrate your ability to deliver the project – even if your organisation is known to the funder.**
- **Make sure you meet the minimum requirements for grants e.g. get a bank account, become constituted.**
- **Plan your project – and then apply for funding, not the other way round. Passion, vision and thorough planning are key to success.**
- **Read the instructions! Check you’re actually eligible for the funding, type your applications, use a spell-check, send signed originals of paperwork if required, etc.**
- **Paperwork and legal issues. You will probably need to demonstrate things like a business plan, a budget, the evidence of need for your project, a risk management strategy, a relevant insurance policy, plus policies and procedures around health and safety, child protection etc. If you don’t have these and need help in developing them, talk to the East of England Faiths Council, or Council of Voluntary Services, or the Interfaith Network for the UK (details in contacts section).**
- **And finally: don’t be disheartened if you’re turned down. Ask for feedback, and keep trying. You’ll succeed eventually!**

Useful websites and other information

<http://www.grantfinder.co.uk>

'GRANTfinder is the UK's leading grants and policy database and includes details in excess of 6,000 funding opportunities. Our services include access to: a flexibly searchable database; Newsflash service; deadlines listing; and Research Help Desk. GRANTfinder subscribers include: local authorities; the voluntary and charitable sector; universities and colleges; housing associations; the health sector; and business support organisations'.

You can access this in any local authority or Council of Voluntary Services free of charge.

<http://www.inspire-east.org.uk/fundingeast.aspx>

'Funding East is a forum of professionals working in the field of funding support and advice in the East of England. We seek to bring together funders and funding advisers so that they can work effectively together.

Funding East is an active network of representatives from the region's major community development funding streams and people working as funding advisers based in a local authority or voluntary sector setting'.

<http://www.thirdsector.co.uk>

'Sector is the UK's leading publication for everyone who needs to know what's going on in the voluntary and not-for-profit sector. Third Sector offers unrivalled coverage of the whole range of voluntary sector concerns through the printed magazine, the website, and a range of conferences and events'.

www.governmentfunding.org.uk

'The Voluntary and Community Sector Funding Portal, also known as [governmentfunding.org.uk](http://www.governmentfunding.org.uk), provides a common point of access to Government grant funding for the VCS. The site offers a huge searchable database of key information on grant schemes, with downloadable application forms and guidance documents'.

www.institute-of-fundraising.org.uk

‘The Institute of Fundraising is the professional body for UK fundraising.

We support fundraisers through leadership, representation, setting standards and training and we champion fundraising as a career choice.’

www.ncvo-vol.org.uk

‘The National Council for Voluntary Organisations NCVO has several specialist teams who provide information, advice and support to others working in or with the voluntary sector:

We're pleased to announce that Funding Central, a new website managed by NCVO, will be launched in June. The site will provide you with details of over 4,000 income opportunities, focusing on grants, contracts and loan finance.’

Support for faith groups:

East of England Faiths Council

Unit 37, St John’s Innovation Centre, Cowley Rd, Cambridge, CB4 0WS

T: 01223 421606

E: eefc@cambcatalyst.co.uk

www.eefaithscouncil.org.uk

www.faithneteast.org.uk

The Inter Faith Network for the UK,

8A Lower Grosvenor Place, London SW1W 0EN

T: 020 7931 7766

E: ifnet@interfaith.org.uk

Councils of Voluntary Services

Provide support, advice and essential services for the voluntary and community sector.

For details of your local CVS please see either the National Association for Local Voluntary and Community Action: www.navca.org.uk/liodir or the National Council for Voluntary Organisations: <http://www.ncvo-vol.org.uk>

4 Current funding streams available

Types of funding

Sources of grants can be broadly categorised as follows:

1 **Voluntary** (see details below for further details of current funding available)

Grant-making trusts, foundation, and societies, organisations that are independent and make grants in support of other charitable causes. They can operate on a local, regional, national or international scale.

2 **Statutory** (see details below for further details of current funding available)

Regional, local and central government grants, also includes European Union funding and the National Lottery (distributed through various voluntary and statutory agencies).

3 **Private** (see contacts section for websites with further details of these)

Corporate charitable trusts: businesses who operate corporate social responsibility policies or who have established a charitable trust.

Voluntary grants

Joseph Rowntree Charitable Trust www.jrct.org.uk

Priorities: Poverty, social injustice, or political inequality. Deadline for grants: quarterly.

Esme Fairbairn Foundation www.esmeefairbairn.org.uk

Fund projects around: cultural life of the UK, education and learning, the natural environment and enabling disadvantaged people to participate more fully in society. Fund is currently open for applications.

Paul Hamlyn Foundation www.phf.org.uk

Support younger people up to the age of 30. The Open Grants Scheme focuses on arts and learning activities. You can apply at any time.

Allen and Nesta Ferguson Charitable Trust www.fergusontrust.co.uk

Promoting education, international friendship, and understanding, and world peace and development. Applications by charities for small to medium grants (up to a maximum of £50,000) may be submitted at any time and will be considered on a regular basis.

Applications for larger grants will be considered at bi-annual meetings held in March and October and applications should be submitted at the very latest in the previous months i.e. February or September.

Tudor Trust www.tudortrust.org.uk

Priorities: Young people, community, deprivation. Deadline: rolling.

Pilgrim Trust www.thepilgrimtrust.org.uk

‘Funding is available for projects concerned with social welfare, preservation, places of worship, and for the conservation of historic content. We do this by supporting projects where our funds will make the greatest impact. We are also interested in projects where charities are having difficulty in raising funds from other sources’. Deadline: rolling, quarterly.

Pears Foundation www.pearsfoundation.org.uk

Community & Young People , Shared Society, Faith and Social Justice, Empowering Vulnerable Groups. No unsolicited applications. The Foundation has a full time staff, and specialist consultants, who proactively research areas of interest, creating strategic plans and partnerships with organisations seeking to effect sustainable change.

Garfield Weston Foundation www.garfieldweston.org

Funding for projects in the UK in the general fields of: education; arts; health; environment; community; youth; religion; welfare; and social. There are no specific priorities for funding and a wide range of charitable activity is supported. Rolling applications, monthly

Yapp Charitable Trust www.yappcharitabletrust.org.uk

Small grants, for running costs and salaries, to small registered charities in England and Wales to help sustain their existing work – the Trust does not fund new developments. Applications are processed continuously.

The Trusthouse Charitable Foundation www.trusthousecharitablefoundation.org.uk

The Trustees will consider applications from anywhere in the UK, especially those concerned with areas of deprivation. It is not necessary to be a registered charity in order to apply however applications will only be considered from not-for-profit organisations.

The Links Foundation www.linksfoundation.org

‘We can help a wide range of community based organisations across Britain. We fund new or existing projects and can help meet costs such as salary, rent and stationery as well as capital costs. We do not, however, fund individuals or core costs.

Our trustees meet up to four times a year in line with demand. At these meeting the board assess where grants will be distributed. If you would like to find out how you can apply please contact information@linksfoundation.org’

The McRobert Trust www.themacroberttrust.org.uk

General welfare, community projects, young people. The Trustees meet to consider applications twice a year in March and October. To be considered, applications must be received for the March meeting before 31st October and for the October meeting before the 31st May. Applicants are informed of the Trustees decision and payments are made immediately after each meeting.

Government Funding:

see www.governmentfunding.org.uk for details.

Sport England Small Grants Programme

The Sport England Small Grants Programme has been set up to support local community sport projects which seek to increase or sustain participation or develop opportunities for people to excel at their chosen sport. Grants are available for activities such as, helping a sports club to buy extra team kit or pay additional coaching fees, or initiatives to get more young people playing sport.

Strategic Funding Programme

The Equality and Human Rights Commission (EHRC)'s Strategic Funding Programme offers grants to community and voluntary sector organisations under two main priorities. A first priority area is to fund organisations to provide guidance, advice and advocacy services in areas including education, health and employment, as well building capacity where there are gaps in local provision, for example for women who have experienced violence. A second priority is to support increased co-operation between groups - including ethnic or religious communities - in areas where there are known tensions. The Strategic Funding Programme aims to fund organisations or consortiums that have got very strong links with the communities and local areas where the work they are proposing will be undertaken.

Sport England Innovation Fund

The Innovation Fund aims to create innovative sporting opportunities enabling an increase in participation in sports, by encouraging existing participants to do more, or by attracting new people to take part in sport. The fund is open to a range of organisations, including voluntary and community sector organisations, with new ideas and solutions which will

reach a whole new audience, and provide better, more exciting opportunities to a wider range of people.

Future Jobs Fund

The Future Jobs Fund is a fund to support the creation of jobs for long term unemployed young people and others who face significant disadvantage in the labour market across the UK. Innovative bids to create jobs are open to local authorities, social enterprises and charities. Local partnerships that develop joint bids are also encouraged.

Transformation Fund

As part of DIUS' Learning Revolution vision , the Transformation Fund offers grants of various sizes to help projects offering informal adult learning opportunities to get started. Grants are available for a range of activities to support innovative work in developing part-time, non-vocational learning, such as engaging learners in the development of a community website or creating a project to encourage new people into learning. The Transformation Fund is open to public, private or voluntary and community sector organisations in England, partnerships of organisations across the sectors are encouraged.

The Secret Millionaire Fund

The Big Lottery Fund have teamed up with Channel 4 for The Secret Millionaire Fund, which allows applicants to nominate a community project they think would benefit from funding, or apply directly themselves.

The Fund follows the same eligibility criteria as Awards for All and aims to help improve local communities and the lives of people most in need, awarding grants for a range of community activities.

The Secret Millionaire Fund is open to small community groups, parish/town councils, schools and health bodies, successful applicants may then be selected for filming by Channel 4 and appear on the website or on the TV programme itself.

The Real Help for Communities: Modernisation Fund Grants

The Real Help for Communities: Modernisation Fund Grants are part of the OTS action plan to help voluntary and community organisations deliver extra help to those that need it most during the economic downturn.

Capacitybuilders are administering grants targeted at third sector organisations with an annual income of between £150, 000 and £750, 000.

Phase One of the Grants will be available from 1 June, offering £1,000 bursaries. Each bursary award will buy organisations at least two days of advice and support to explore how they can become more resilient and work more closely with others, including through collaboration or merger.

In the Autumn, grants of up to £10,000 will be available to help organisations that, having gone through Phase One of the programme, would like to take significant steps towards collaboration or merger.

Landfill Communities Fund

The principle of the Landfill Communities Fund (LCF) is that it offsets some of the negative impacts of landfill sites by allowing the Landfill Operators to pay a proportion of their landfill tax liability to not-for-profit organisations that deliver benefits to the general public, biodiversity or the environment.

LCF aims to create significant environmental benefits and jobs, to promote sustainable waste management, and to undertake projects which improve the lives of communities living near landfill sites.

LCF is regulated by ENTRUST on behalf of HM Revenue and Customs (HMRC).

Small grants

Grassroots grants

The programme, funded by the Office of The Third Sector offers grants of between £250 and £5,000 to support activities that lie right at the heart of local communities, The contact details for each area are:

Beds & Luton	Bedfordshire & Luton Community Foundation	01525 878142	www.blcf.org.uk
Cambs & Peterborough	Cambridge Community Foundation	01223 421588	www.cambscf.org.uk
Essex, Southend & Thurrock	Essex Community Foundation	01245 355947	www.essexcommunityfoundation.org.uk
Herts	Hertfordshire Community Foundation	01707 251351	www.hertscf.org.uk
Norfolk	Norfolk Community Foundation	01603 623958	www.norfolkfoundation.com
Suffolk	Suffolk Foundation	01473 734120	www.suffolkfoundation.org.uk

Faiths in Action - Round 2

Faiths in Action is a £4 million grants programme open to faith, inter faith, voluntary and community sector organisations at national, regional and local levels in England.

Sponsored by Communities and Local Government (CLG) and administered by the Community Development Foundation (CDF), Faiths in Action supports the government's aspiration to help faith communities and others to promote understanding, dialogue and develop strong and sustainable partnerships.

Round two, with grants of up to £6,000, will open on **1 July 2009**. Guidance notes and application forms will be available then on the CDF website: www.cdf.org.uk

Priorities of Faiths in Action

- A. Developing the confidence and skills to "bridge" and "link"
- B. Supporting shared spaces for interaction and social action
- C. Developing structures and processes which support dialogue and social action
- D. Improving opportunities for learning which build understanding

Glossary of funding terms

(Thanks to Funding East – see ‘websites’ section for info)

Additionality – a way of measuring the benefits of a project which highlights the changes brought about which would not have occurred if the project had not taken place. Also known as Added Value.

Aims – description of the changes a project plans to achieve, or the difference it is intending to make.

Business Plan – a document stating what the organisation is proposing to do, how it is going to do it and a forecast of income and expenditure. It is usually based on the whole length of the project or up to 5 years for larger projects.

Capacity Building – helping people and organisations through a wide range of support, techniques and initiatives, which aim to develop their skills and knowledge so they can meet their aims more effectively and become more sustainable. Such capacity is then retained for future projects.

Capital – money spent on the purchase or improvement of fixed assets such as land, buildings or equipment.

Core costs – (also known as fixed costs) These are everyday running costs. These might include rent, utilities, telephone etc.

Criteria – the expectations of funders. Usually a list of things that must be fulfilled before a project will be funded. These will reflect the priorities and aims of the funder.

Delivery plan – often found included with the business plan. Shows what a project or programme intends to achieve, when, where and at what cost.

Depreciation – a tool used to account for the decreasing value of an asset as it is used over a period of time. Used to help to calculate the real value of an asset.

Evaluation – an assessment usually carried out after the project or programme has started

and again when the project is complete. It is designed to measure the extent to which the objectives have been achieved, how efficiently it was done and whether there are any lessons for the future.

Exit Strategy – a written plan detailing how the project will end or move from the current funding into the next one. A very useful tool to focus the project.

Full Cost Recovery - the full cost of delivering services including the legitimate portion of overhead costs.

Help in Kind – Non-monetary help. Examples include, volunteer time, free room hire and donations of equipment.

Match Funding – some funders will only give a contribution towards the total cost of a project and expect an organisation to raise the remainder themselves. This remaining ‘match funding’ can be cash, in kind support or funding from another funder.

Milestones – key events or outputs with dates marking stages in the progress of a project.

Monitoring – regular collection and analysis of the progress of the project and an analysis of the problems being tackled.

Mission Statement – a brief sentence stating the aims and objectives of an organisation

Outcomes – all the changes and effects that happen as a result of the work of a particular project or programme.

Outputs – the services and facilities delivered by an organisation. These might include training courses, toolkits and publications.

Social enterprise – a project or programme with charitable aims that is placed on a business footing but re-invests its surpluses into the project or for other charitable purposes.

Sustainability – in this context sustainability usually means the concept which relates to achieving targets that will enable a project to continue after the current funding comes to an end either with further funding or through some other means such as social enterprise.

Targets – the quantity of outputs and outcomes aimed to be achieved by the project.

Target Groups – the people your project is aimed at helping/supporting.

Further reading from CDF

Setting up for Success: A practical guide for community organisations

Compiled and written by Anna Allen and Catriona May



This practical handbook shows community organisations how to develop and grow from strength to strength. It covers getting members and keeping them, working with management committees, managing budgets and finance, planning, promoting projects and activities, developing policies, getting involved in decision making, and how to be sustainable.

Setting up for Success has been written especially for community and voluntary organisations and it can be applied in many community settings.

Plenty of practical tips on setting up and running a community organisation

Easy to use templates in A4 format

Helps voluntary and community organisations build to success

Case studies to demonstrate success

Extensive links to other resources which will help you grow from strength to strength.

Setting up for Success is inspired by the experience of hundreds of projects and organisations who have all achieved great results in their communities and we hope this handbook will help you to do the same.

This book is essential reading for members of community and voluntary organisations who want to increase their effectiveness, and those who work with them.

It has been compiled and written by Community Development Foundation (CDF) staff and is inspired by the experience and learning of the 582 organisations funded in Round One of the Faith Communities Capacity Building Fund, together with all those groups and organisations that have approached CDF for funding and help in recent years, including those that applied for, and those that received funding in round one of the Connecting Communities Plus, Community Grants. These organisations vary from large national networks to small local community projects and all are at different stages of growth.

Community Development Foundation contact details:

Unit 5, Angel Gate

320-326 City Road

London EC1V 2PT

Tel: 020 7833 1772

Fax: 020 7837 6584

Email: admin@cdf.org.uk

Website: www.cdf.org.uk