

Community Chest – CV19

2021

Funding Guidance Notes



What is the Community Chest – CV19?

Nearly one year on, the coronavirus pandemic continues to be a huge challenge for all, and for some more than others. Between April and June 2020 we funded 15 local projects that either supported the community response to the pandemic or kept people connected during social distancing restrictions. <http://wmbiglocal.org/community-chest-coronavirus-response/>

We have launched another funding round to help support residents and the community through the latest lockdown.

The Community Chest CV19 is a small grants scheme available to local people, groups and organisations conducting activities and support in response to the ongoing coronavirus situation. The main aims of this grant scheme are to fund projects that:

- keep people healthy, happy and united despite the challenges of social distancing.
- support people's wellbeing.
- reduce social isolation.
- assist families struggling with home-schooling.

What can it be used for?

Any project or activity that helps with the above four aims. We are a community of caring, creative and talented people and want to support ideas and projects that will benefit the people and area. We will not fund projects that duplicate what is already being covered by local charities or council services.

Where can projects take place?

This funding is for projects that help William Morris Ward residents and projects should take place here and/or be of primary benefit to William Morris Ward residents. (<http://wmbiglocal.org/map-of-the-area/>). However communities, friends and neighbours stretch across these set boundaries and therefore we are flexible in our approach. As long as your core beneficiaries are from the William Morris area then residents from neighbouring parts of Walthamstow are also welcome.

We appreciate that many public spaces and buildings are inaccessible at this time and that projects may need to be based online and digitally. We would want to know how you can cater for those without digital connectivity when we consider these projects.

What type of things can the grant pay for?

Funding can be used to pay for items and materials necessary to deliver your project. This includes paying professional people where volunteers are not qualified to run certain aspects of the project.

How much funding is available?

You can apply for up to £1000.

Who can apply?

The funding is available primarily to support;

- Community groups and resident groups in the William Morris Ward
- Newly established community groups
- 1st time applicants to our grants and previous applicants with a good track record
- Small local charities with an annual income of less than £75,000 wishing to deliver a support or an activity for the area

PLEASE NOTE: WHO & WHAT WE CANNOT FUND

The Community Chest CV19 cannot fund:

- Projects that take place outside of the William Morris Ward that do not primarily benefit residents William Morris Ward
- Projects that duplicate similar nearby projects
- Political activities
- Promotion of religion
- Construction or acquisition of buildings
- General appeals
- Debts & Loans
- Expenses that have already been incurred
- Local branches of national or regional organisations
- Statutory organisations
- Alcohol
- Organisations with an income of over £75,000
- Personal expenses
- Admin fees
- Individuals (however, if you are a collection of individuals with an idea but not a fully formed group yet, there is still a good chance that we can fund your idea)

If you are not sure if your project or organisation is eligible to apply please contact us

How and when to apply

You will need to fill in our application form and submit it to us via email at milla@wmbiglocal.org and gabriel@wmbiglocal.org

Application forms are available from;

- our website at <http://wmbiglocal.org/>
- by emailing us at milla@wmbiglocal.org or gabriel@wmbiglocal.org

What help can I get?

With the application form

Hopefully you will find the application form easy enough to fill in.

However, if you are new to funding forms or have any questions don't hesitate to get in touch with Milla on 07552364380 / milla@wmbiglocal.org. We are happy to help you complete it and get your ideas on paper.

With the project

Unfortunately we cannot offer practical assistance with the running of your project or help with preparations. You are welcome to contact Gabriel and Milla who can run through your idea and plans and provide advice and guidance on it. We can also put you in touch with local residents or organisations that we know have skills in a particular field. You will need to make sure that you have the people and support in place to deliver your project/event.

With spreading the word of you project

We can share your project on our website and social media pages to help promote the service or activity. We are also connected to the coronavirus neighbourhood support group led by local residents: <https://chat.whatsapp.com/LWyHse31ELp070tAYk5yek>

What happens after I've submitted my application?

1. Once you have submitted your application you will receive notification that we have received it and a date by which you will receive a decision. We are looking to turn around applications and get funding decisions to people within 7 days but this may take up to 14 days depending on demand.
2. If your application is successful we will send you a conditional offer letter and request some supporting documents.
3. If applicable we will require assurances that Health & Safety measures are in place for your project including a risk assessment, liability insurance and safeguarding measures if working with under 18s.
4. On receipt of the supporting paperwork we will draw up a grant agreement that will confirm the amount you are receiving from us and what you are using it for. This will be signed by you and us.

5. Once you receive the funding and have carried out your project we will ask you to provide us with some simple records such as expenditure/receipts and attendance sheets. Where appropriate we would also ask you to take some photographs or visual records to show the project in action. We will also send you a simple feedback form to complete to tell us about the successes of the project.

Other useful information

- UK Government advice on volunteering related projects:

<https://www.gov.uk/government/publications/safeguarding-factsheet-community-volunteers-during-covid-19-outbreak/safeguarding-and-dbs-factsheet-faqs>

- Waltham Forest Council Coronavirus latest information

<https://walthamforest.gov.uk/content/coronavirus-latest-information>

- Waltham Forest Covid 19 Mutual Aid

<https://www.facebook.com/groups/wfcoronavirus>