

Small Grants Programme

Gender and Sexual Orientation Partnership

This Small Grant Programme is part of the three year Nottingham City Council Communities of Identity funding stream to Nottingham Women's Centre and partner organisations. This is focused on Gender and Sexual Orientation and will help people to get the right support, advice and development to become active citizens.

The grants will be awarded in 2019 – 2022 will be one off support to organisations who do not currently receive funding that work with women or LGBT+ communities.

What do we fund?

This Small Grants Programme will support small, grass roots organisations that work with women or LGBT+ people to deliver projects and activities around at *least one* of the following:

1. Addressing Isolation in the LGBT+ community in Nottingham

- Including supporting existing work to promote healthy relationships.

2. Providing Safe Physical and Virtual Spaces for women

- Support communities through providing physical and/or online space, particularly women who face increased social isolation or multiple barriers to inclusion.

3. Empowering Women

- To offer support around crisis, hardship and poverty - this means financial difficulties, or support and advice around practical day to day needs.
- To help women to be heard within mainstream services, partners and organisations, in particular about their needs and issues.

4. Support for Women's Voices

- Enabling women to challenge cultural stereotypes, championing Nottingham as a zero tolerance city for misogyny and female genital mutilation.

5. Mental Health support

- Support that complements statutory provision to meet the specific mental health and wellbeing needs of our communities.

6. Digital Inclusion

- Activity that helps to reduce digital exclusion for our communities, support them to access support, services and activities online.

Who is eligible to apply for funding?

This funding is aimed at small voluntary and community groups with a turnover of less than £10,000. Organisations currently receiving funding through the Communities of Identity 2019-22 are not eligible to apply.

What do groups need in order to apply for this funding?

- You will need a bank account. If you do not have a bank account then you can ask an established Charity in the region to hold the grant money on your behalf and pay it out to providers and suppliers on production of receipts.
- You will need governing documents (such as a constitution) if you are awarded a grant. Support and advice is available on writing these if needed. You will need at least two unrelated trustees/ management committee members – to be outlined in your constitution).

You must also have the following in place

- An Equality and Diversity policy or statement.
- A Safeguarding policy if working with children, young people and/or vulnerable adults.
- GDPR policy – to cover how you will keep the information about your service users confidential.
- Relevant insurance covering the activity the funding will cover. The cost of this can be included in your application.

How much can I apply for?

You can apply for a one off grant of **£500 - £750**. *We may consider awarding grants of up to £1000 but expect most will be up to £500. Please note that depending on the value of the grant awarded and the nature of your project this may be paid to you in more than one instalment.*

What will the funds support?

The fund will support costs like the examples below. In all cases the costs must relate directly to the activity, event or pilot project you are providing and can only cover costs dated after the grant is awarded.

Rent	The cost of using premises specifically to deliver your project or event venue hire
Equipment	Purchase or hire of equipment and materials to deliver your project / event
Publicity	Production of a leaflet or newsletter to advertise the activities you are undertaking
Training	Courses that volunteers or staff need to attend to be able to deliver the project
Admin costs	Insurance and membership costs, general stationery for running the activity
Support	Additional specific support that may be needed (e.g. translation costs)

For any costs over £250 two quotes must be included with your application

What will the funds not support?

The fund cannot be used to support;

- Activities aimed at making a profit or fund raising activities (funding to give to other groups)
- Statutory organisations, private businesses or political groups
- Activities taking place outside the City Council boundary – unless they directly benefit City residents
- Costs you owed or promised to pay before your application was approved (retrospective costs)
- Projects that are expected to take more than 9 months to complete
- We regret that we cannot support arts based projects where the main aim of the organisation is the production of the art piece/ theatre piece in itself. For any arts project to be considered it should be used as a tool for achieving other outcomes (for example craft activities to bring a community together and improve mental health would be considered).

Completing the application form

Once you have planned your activity and attended a pre-application meeting you should complete the simple application form.

Please make sure you give clear, straightforward answers. Make sure you give a good description of what you want to do, who you will be working with and what you will achieve. Ensure that you make clear how well your application fits within the aims of the funding and how your project will benefit the lives of women or LGBT+ people specifically.

We cannot accept applications where the form has not been fully completed.

Think about the costs we can support and the level of funding that is available, ensure you have thought your activity through and have considered how you will monitor your success.

To receive a grant will need to agree to our partnership equality and diversity standards and provide us with a copy of your equality and diversity statement.

When can I apply?

You can apply at any time up until the application deadline.

Any applications received after the deadline will not be considered.

Where do I send my application form?

Please Email your completed application form to: grants@nottinghamwomenscentre.com

Sources of help

If you need help to complete the application form please contact Nottingham Women's Centre.

Telephone: 0115 941 1475 Email: grants@nottinghamwomenscentre.com

For more support around establishing your group or organisation please contact Nottingham CVS:

<http://www.nottinghamcvs.co.uk/> Telephone: 0115 934 8400 Email: ncvs@nottinghamcvs.co.uk

Self Help Nottingham may also be able to offer you advice, contact them on Email:

info@selfhelp.org.uk Telephone: 0115 911 1662

For more guidance on creating governing documents or applying for funding please see the Know

How Non Profit website: <http://knowhownonprofit.org/>

What happens next?

Once we have assessed your application we will contact you to let you know the outcome – this could take up to 8 weeks after the application deadline. When completing your application please bear in mind the time needed for us to process and assess your application and if successful to make payment arrangements. Please ensure there is enough time before your activity for this to take place as we cannot fund activities that have taken place or are already committed to taking place.

