**Recover and Grow Grant Scheme**
**Information Pack 2022**

## 1. Background

Covid-19 has had an impact on everyone in one way or another. Among the impacts of the pandemic we have seen particular challenges for the smaller, local not-for-profit and community organisations.

VCS groups and organisations provide a diverse range of community support. By enabling community and public participation, they can directly contribute to work readiness and greater independence post-employment. Ensuring the sustainability of the voluntary and community sector also promotes the circular economy and local spend.

The aim of the Recover and Grow Grant Scheme is to give continued support to these groups to help them recover from the negative impact but also to encourage new ways of working which will help them to be more resilient and effective going forward, stimulating the local economy, boosting public involvement in community activities through training and learning, and expanding the opportunities to volunteer.

Funded by Shropshire Council through the Additional Restrictions Grant (ARG) monies, Community Resource is making available grants to organisations who are, or will be, delivering help and support to their communities. Priority will be given to smaller groups & organisations who can evidence where the impact will be greatest.

## 2. Eligibility

Funded schemes must be located and delivered in Shropshire and predominantly serve Shropshire residents.

To be eligible, applicants will need to demonstrate the following:

- They are working with individuals or groups of people in their community who have been adversely affected by the pandemic
- They are, or will be, offering opportunities that will boost public participation and help to stimulate the local economy.

Applicants must have the following in place:

- A management committee with an up-to-date governing document which must be signed by at least two members of the committee who are unrelated to each other.
- A bank or building society account in the name of the organisation applying with at least two signatories who are unrelated to each other.
- Safeguarding policy with staff and volunteers cleared with the Disclosure and Barring Service where appropriate.
- All relevant insurances but as a minimum Public Liability insurance and employer's liability insurance where appropriate.

Applications will be accepted from:

- Voluntary and community organisations
- Registered, exempt or excepted charities

- Charitable incorporated organisations (CIOs)
- Community interest companies (CICs) (a not-for-profit 'asset lock' clause must be included in your articles of association)
- Co-operative societies (a not-for-profit 'asset lock' clause must be included in your society rules and be registered with the Financial Conduct Authority)
- Community benefit societies

Applications will not be accepted from:

- Organisations based outside of Shropshire (border locations will be considered if the organisation predominantly serves Shropshire residents).
- Individuals
- Sole traders
- Organisations that look to make profits and share these profits out privately - including companies limited by shares, organisations without the right asset locks, or organisations that can pay profits to directors or shareholders.
- Schools, Parish Councils or other statutory bodies
- Third parties (applications cannot be made on behalf of another group or organisation)

## 3. Application process

Applications for sums between £500 and £5,000 maximum will be considered for local projects or schemes supporting individuals and groups.

Applications must be made using the grant application form. The grant application form must be completed in full.

Applications will be considered on a rolling basis. Given the fixed budget the grants scheme will be closed once all available funds have been allocated.

## 4. Types of projects supported

We can fund:

- Development activities to increase group capacity and sustainability. This could include additional staff hours for part time staff on a temporary basis
- Direct costs associated with delivering a new project or scheme – this can include project staff, materials, equipment, room hire, volunteer expenses, fuel, and transport costs
- Activities which increase community participation for example befriending schemes
- Training for staff and volunteers
- Support for social groups to improve their viability where numbers have been reduced due to covid
- Core/fixed costs to support the day-to-day running of the project or scheme·
- Investment in websites and other digital tools so organisations can help people to improve their lives through digital inclusion

We cannot fund:

- Activities outside of Shropshire.
- Activities that make profits for private gain.
- Public sector organisations or schools
- Political or lobbying activities.
- Religious activities (we can fund religious organisations if their project benefits the wider community and does not include religious content).
- Projects or spend that has already taken place.
- Loan or debt repayments.
- The topping up of organisation reserves.

## 5. Decision making and timescales

A grants panel will consider applications and award grants. The panel will consist of representatives and trustees from Community Resource and a representative of Shropshire Council.

Applicants will be informed whether or not they have been successful within 8 weeks of their application. The decision of the grants panel is final and there will be no appeals permitted.

Payment will be made by cheque within 7 days of receipt of a signed Grant Acceptance form.

## 6. General Conditions

The conditions attached to this grant include:

- Only eligible organisations and eligible activities/spend will be supported and the application form must be completed in full.
- The grant must only be used for the purposes stated in the application form. Any variation to proposed spend must be discussed with the grant administrator in advance and may result in a repayment of grant awarded.
- Organisations/groups may apply more than once (subject to available funding) but total grants awarded per group will not exceed £5,000.
- Organisations must demonstrate a commitment to equality, diversity and inclusion. We expect your organisation and the activities we fund to be open and accessible, to promote equalities and challenge discrimination. Any policies in place should be provided with the application form.
- If the project is cancelled or only partly achieved, this must be reported to the grant administrator. In most cases the remaining grant will need to be repaid unless agreed otherwise.
- All conditions outlined in this document must be met. Failure to do so could result in the organization being asked to repay the grant.
- All applicants will be required to complete a post grant monitoring form.

## 7. Monitoring and Reporting

All grant recipients will be required to complete a monitoring form by no later than 12 months after the end of the project / scheme and will be required to work with the grants

administrator to provide information on request. Successful applications must retain records relating to the grant for 6 years following allocation.

### 8. Repayments

If applicants fail to provide requested information prior to the award of the grant, the grant offer may be withdrawn.