

# Covent Garden Market Authority Community Fund

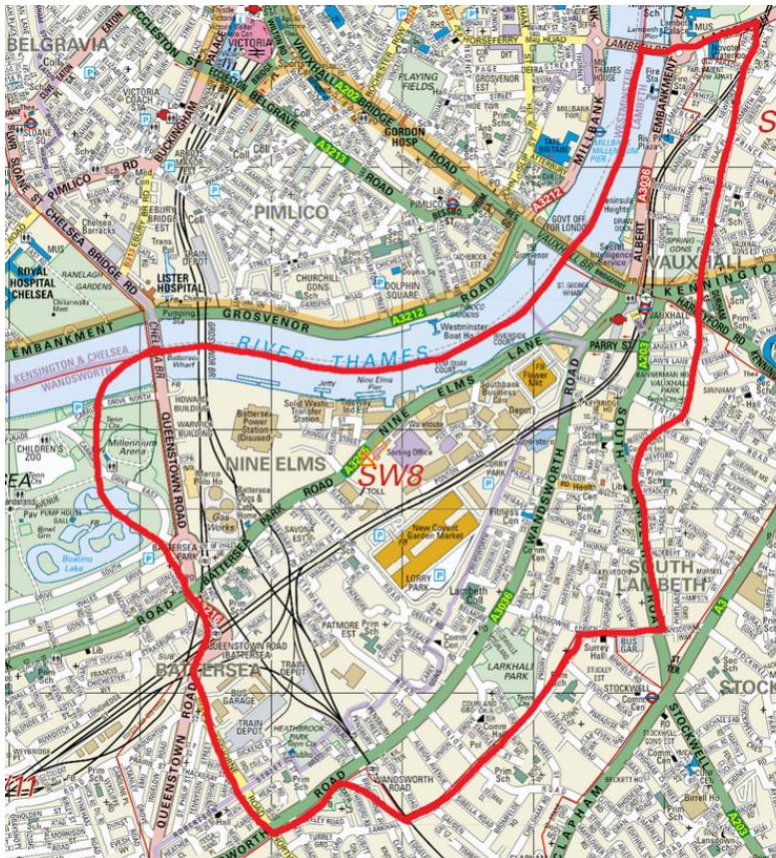
## Application Guidelines 2015

### About The Covent Garden Market Authority Community Fund

Covent Garden Market Authority (CGMA) is responsible for the ownership and operation of the New Covent Garden Market. We are delighted to announce that CGMA are continuing to run their Community Fund in partnership with The London Community Foundation in 2015. The Fund will continue to focus on support for voluntary and community activities in the immediate vicinity of the New Covent Garden Market, based near Vauxhall and the Vauxhall Nine Elms Battersea Opportunity Area. Please read the full guidelines and refer to the map to ensure your organisation is eligible to apply.

### Fund Criteria

Grants of between £500 and £5,000 are available for projects being delivered in the immediate vicinity of the New Covent Garden Market and the Vauxhall Nine Elms Battersea Opportunity Area – please refer to the area map below which gives a rough indication of the area to be covered. You can view a larger version of this map via our website [here](#). Please note, the area covers part of both Lambeth and Wandsworth boroughs.



## Fund Themes

Applications **must** fit under **one or more** of the following themes:

### 1. Food and growing

For example, community schemes where residents can get involved in growing and cooking their own local produce. We are also interested in projects that are incorporating a healthy eating/nutritional aspect to their work. We are particularly looking for projects that are resident-led under this theme, and those that involve residents of all ages.

### 2. Enterprising communities and supporting job creation

For example, projects that will benefit individual residents who are unemployed, whilst also benefitting the wider community. If you are providing training as part of the initiative, you must demonstrate that such training is not available elsewhere and is not covered by local statutory provision. Projects may support the long-term unemployed, offer apprenticeship opportunities, or support young people who are not in education, employment or training (NEET). Again we are particularly looking for projects that actively target residents within the defined area of benefit, and encourage projects that are led by residents themselves.

### 3. Supporting young people at risk to find a positive future

We encourage applications from organisations seeking to reach out to and engage local young people who are at risk of involvement in anti-social, criminal activity or those who are vulnerable. We are particularly encouraging applications that demonstrate organisations are able to reach children and young people who are not already being supported by other services, and that provide a person-centred approach to their work. We are also interested in youth-led activities.

### 4. Tackling elderly isolation and exclusion, and improving wellbeing

For example, providing regular opportunities for older people to socialise and gain support on issues that may affect them, such as health and nutrition. This may include people over the age of 65 who may be isolated due to lack of local community or family connections, those who are living alone, and those with language barriers, mobility difficulties, or mental health difficulties. We are particularly looking for projects that reach out to isolated older people who are currently not being supported by other services. We are also looking for intergenerational activities and projects where older people can also share the skills they have to offer with the rest of the community.

**All of the above are priorities for the fund, but this year we would like to encourage applications on growing and food in particular, and those projects engaging with people from across the whole area.**

**All applicants must demonstrate:**

- That their proposed project will predominantly benefit residents in the defined geographic area detailed on the map. **Please note** - if your activity is taking place just outside the geographic area e.g. in an adjacent park, or school, you are eligible to apply as long as you can demonstrate that the vast majority of beneficiaries will be residents *living* in the area defined on the map. In this instance, we strongly recommend you contact us to discuss your proposal prior to submitting an application.
- That they are reaching out to those who are most disadvantaged in the community.

- Where possible, we encourage organisations to bring additional resources to the project through volunteers and in-kind support.
- If your organisation is based outside the Vauxhall Nine Elms Battersea Opportunity Area you will need to demonstrate strong links within the area and a commitment to working there long term or have a very clear legacy from the work proposed.

## **Who Can Apply?**

Community groups, Registered Charities, Tenants Associations, Schools (for non statutory activity), Companies limited by guarantee, Social Enterprises or Community Interest Companies are all eligible to apply to for a grant from the fund. We can fund schools based in the defined area, for work that is clearly not a statutory responsibility. In such cases, we would encourage wider community engagement with the project wherever possible.

There is no income threshold for this fund, however, we are looking to support local community projects and priority will be given to locally based community and resident organisations. If your organisation has an income over £1m per annum, please call and speak to us before you make an application.

### **Applicants must:**

- be locally based and supporting residents within the defined area (please see map)
- have a minimum of 3 un-related management committee members / trustees
- have a governing document (e.g. a set of rules or constitution that needs to contain sections on powers, finance, objectives and aims, dissolution, meetings, decision making etc.)
- have a bank account in the name of the group, with at least 2 unrelated signatories
- have a record of income and expenditure for the last year, or a bank statement if you are a new group
- have a safeguarding policy if you are working with young people under the age of 18, or if you are working with vulnerable adults (please contact us if you need help with this)

**If you are unsure about any of the above or need help, please contact us before starting your application.**

## Grant Size

Grants of between £500 and £5,000 are available. Grants can cover any of the costs that relate to your proposed project. This is very much a small grants fund aimed at providing community groups and organisations with the resources needed to undertake voluntary activities with community benefit and so generally we are not looking to fund projects where significant overheads or professional fees are included.

Please think carefully about the costs included in your project and do not round up your costs to the full amount available! Please contact us if you are unsure about what to include.

## Exclusions

The following things **cannot** be funded through this programme.

- projects aimed predominantly at residents outside of the fund area (please refer to map)
- work that is the responsibility of statutory agencies
- national organisations/charities
- any party political activity
- purely commercial ventures
- spending that has already taken place
- individual sponsorship
- work that includes the promotion of religion or religious beliefs
- projects that are not open to all of the community, regardless of faith, gender, religion, sexuality etc.
- applicants from groups who currently hold a CGMA Community Fund grant that is not complete
- groups with overdue monitoring for any other funds held by The London Community Foundation.

## Monitoring & evaluating your work

Grantees will be required to complete a short monitoring form outlining how the grant was spent and highlighting the benefits for residents at the end of their grants.

Monitoring and evaluating our grants enables us to better understand the impact of our grantmaking. It helps us to understand community need, enables us to learn from our grantmaking and inform future strategies, and also enables us to show donors the impact of their funding and hopefully encourage them to give more!

It should also help organisations to collect valuable information on how service users benefit from your work, what works and what doesn't, how you can make your services more effective, and also demonstrate to funders (and donors) the value of your work. Further information can be found at the Charities Evaluation Services website, [www.ces-vol.org.uk](http://www.ces-vol.org.uk).

## How to Apply

Click [here](#) to access the online form

Please read the instructions carefully, tick to say if you agree and have understood, enter your e-mail address and click on the "Send e-mail and continue".

Once you have done this you will be sent an e-mail with a link to your unique online application form. You should receive the email within a couple of minutes (please check your junk mail folder).

Full guidelines on using our online application form are available [here](#).

You will need to complete an online application form and send the following documents to us at The London Community Foundation by the deadline: along with

- Governing document (e.g. your set of rules or constitution)
- Either your record of income and expenditure for the last 12 months OR annual accounts OR bank statement if you are a new group
- Safeguarding Policy (if your proposal includes work with under 18's or vulnerable adults)

## Key Dates for Applicants

Please complete your online application by **Friday 10<sup>th</sup> April at 5pm**

**Please note we are unable to consider applications that are submitted after the deadline or those that do not have the supporting documents included.**

Applicants will be notified of the outcome of their application **by early June 2015**.

Therefore your project start date should not be before mid-late June to give you time to prepare if you are successful. Successful applicants will have a maximum period of 12 months to spend the grant, with the monitoring report due within 6 weeks after the project has been completed. If an application for multiyear funding is considered you will have to complete a monitoring report at the end of every 12 month period.

**Please do not hesitate to contact the Programmes team if you would like to discuss your proposal prior to making an application, or if you need help with completing the form or providing the supporting documents.**

**Telephone:** 0207 582 5117

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