

**The London  
Community  
Foundation**

# Peabody Community Fund

Fund guidelines 2021

# Fund guidelines

## About the Peabody Community Fund

The Peabody Community Fund (PCF) exists to support projects and activities designed to improve the quality of life of Peabody residents and the wider community. Founded in 2014, a total of £1,403,596 has been awarded over the past six years, funding 169 projects.

This PCF funding round for organisations seeking to provide activities and support for Peabody residents of all ages will be allocated via the London Community Response Fund (LCRF). The guidelines and application form are at: <https://londoncommunityresponsefund.org.uk/>

By applying through the LCRF applications portal, all applicant organisations should receive a decision about six weeks after the deadline, by the end of March. In addition, applications not awarded a grant by the Peabody Community Fund can also be considered by other funders.

## Fund Themes

For this round, the PCF budget will be allocated towards the **Renewal – Project** strand of the London Community Response Fund, which aims to support the recovery and renewal of London's communities over a year, starting from April 2021. The themes are:

- **Building strong communities** aims to ensure that residents are able to play an active role in their communities; and London is a more equal and inclusive city post Covid-19. Projects could include work that helps to build feelings of belonging and decreases loneliness and social isolation; and community hubs (as centres or as networks) that enable people to build community networks, get support, and become active in their communities.
- **New deal for young people** recognises how the pandemic has impacted young people's mental and physical wellbeing, their safety, potential, education and job prospects. Projects could include providing young Peabody residents with safe youth spaces and activities; mentoring schemes; and tailored support enabling those young people facing the greatest barriers to realise their potential, from social, educational and employment skills to mental health support.

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- **Robust safety net** aims to ensure residents are supported so that they can avoid or be lifted out of poverty and relieve hardship. Projects could include increased access to specialist and general advice services such as benefits, debt, and employment, and crisis support.

The full LCRF guidelines can be found here: <https://londoncommunityresponsefund.org.uk/guidance>

## Fund Criteria

Grants are available to fund local activities which **must** primarily improve the quality of life of Peabody residents and projects can also benefit the wider community. Should your project not be aiming to benefit Peabody residents, you can apply for other funding available through LCRF.

The Peabody Community Fund aims to support the LCRF Themes by funding organisations providing regular activities for up to a year benefitting Peabody residents of all ages, and **priority** will be given to:

- Organisations/projects addressing the needs of the **most disadvantaged** members of the community
- **Peabody resident-led projects**, or organisations who have discussed and shaped their project with Peabody residents and/or local Peabody staff
- **Youth led projects** up to the age of 24

## How much can I apply for?

Grants of up to £50,000\* are available to deliver a project of up to one year's duration from April 2021.

\*Please be realistic and only apply for the amount you require to run the project.

Income threshold: There is no maximum amount. However, if the fund is oversubscribed organisations with an annual income of £500,000 or less will be prioritised.

Please note that organisations cannot hold more than one grant within a 12-month period across all Peabody's grant programmes, e.g. if you have a live PCF grant you cannot apply for further funding.

## What can I apply for?

Organisation can apply for costs relating to delivering your proposed project, e.g. staffing and volunteers costs including supervision and training, resources and equipment required to deliver the work, and direct additional costs and a proportionate contribution to your organisations costs.

## Answering specific questions on the LCRF application form

For this funding round, applications are submitted through an online application form via LCRF at <https://londoncommunityresponsefund.org.uk/apply-0>.

The LCRF applications portal is a collaboration between many of the capital's funders and everyone is using the same guidelines and application form.

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To ensure we can identify applications for work with Peabody residents, please tick 'yes' to Question 31g which asks if you are applying for a project to support people resident on Peabody estates?

Each funder may also have specific priorities and guidance in addition to the main guidelines. To apply for a Peabody grant, please read the following criteria and tips:

- Many projects may initially start online, be by phone, etc., until activities for groups of residents can start in-person once lockdown restrictions are eased
- In question 27, please tell us about the residents your project will be targeting, and if and how they have been involved in developing your proposed project. Also, if you know how they have been impacted by Covid, please give some information in this section as well
- In question 29, please start the answer "The funding is for a Peabody project to..."
- In question 30, when providing more details about the work you are asking for funding towards, please include:
  - Which Peabody housing/estate(s) your project will be targeted at
  - The name(s) of any Peabody team members you have discussed the project with
  - What activities you would like to run, for how many people, and the difference you hope they will make for residents. \*Please take into account possible ongoing government restrictions
- In question 31c, please give details of the qualifications and/or experience of the people who will deliver the proposed activities, and how you will support/supervise them
- In question 31f, please tell us if you have worked with Peabody residents previously and how you will promote the proposed project
- In the Budget section:
  - In question 34a, you can apply for a maximum of £50,000\* to run activities for Peabody residents. \*Please only apply for the amount you require to run the project.
  - In question 35, for your cost breakdown, if you are applying for a salary or sessional worker costs, please breakdown as salary (pro rata) with number of hours/week and number of weeks OR hourly rate x number of hours per week x number of weeks, i.e. £a/hour x b hours/week x c weeks.

## Who can apply?

The following not-for-profit organisations are eligible to apply: Constituted community and resident groups; Registered charities; Charitable Incorporated Organisations (CIOs); Companies limited by guarantee (without shares); Community Interest Companies (CICs) Limited by Guarantee – not CICs Limited by Shares.

### Applicants must:

- Be supporting Peabody residents. Applicants will be expected to have researched Peabody stock in the area (available via LCF and Peabody) and demonstrate that they have a clear strategy for engaging Peabody residents in their project
- Demonstrate that the proposal is in response to identified community need

- Have a minimum of 3 unrelated Trustees/Directors/Management Committee members
- Have a Governing Document, i.e. a constitution or Memorandum & Articles
- Have a Bank Account in the name of the group, with at least 2 unrelated signatories – or provide details of another group who will be managing any grant awarded, with a copy of the partnership arrangement
- Have Annual Accounts, or for smaller groups, an Income and Expenditure Sheet for the most recent financial period. If a group is new with no previous income they will need to provide an Income & Expenditure forecast and a recent bank statement
- Have a Safeguarding Policy if working with young people under the age of 18, and/or working with vulnerable adults. Groups will also need to have a DBS checks policy in place where required
- Have the relevant insurance in place, including public liability (if required) before delivering activities

## What can't be funded through the Peabody Community Fund?

- Local Authorities
- Any party political activity
- Purely commercial ventures (for profit)
- CICs Limited by Shares
- Spending that has already taken place (i.e. retrospective funding)
- Individual sponsorship, or redistribution of a grant to individuals or other organisations
- Activities promoting religious beliefs
- Contribution to a capital project
- Activities where people are excluded on the basis of religion, sexual orientation, gender (unless the issue being dealt with is gender-specific), ethnicity
- Organisations who have overdue or incomplete monitoring on a previous grant from The London Community Foundation and/or Peabody programmes
- Organisations who have been late submitting their accounts to the Charity Commission or Companies House in 2 of the last 3 years
- Organisations who have 2 years of consecutive net current liabilities in their financial statements
- Organisations where Trustees are paid, unless evidence of approval is provided from the Charity Commission and/or this arrangement is referenced in the governing document

## Deadline for applications

Closing date:	Projects can start from:	When you will hear the outcome by:
Monday 15 <sup>th</sup> February 2021 @ 12noon*	April 2021	Late March 2021

\*Please note that no late applications will be accepted.

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## How to apply

For this funding round, applications are submitted through an online application form via LCRF. Please read the guidance LCRF notes before completing the online application form, which is available at: <https://londoncommunityresponsefund.org.uk/apply-0>

## What happens after applying?

Applications which best fit the PCF and LCRF programme themes and priority areas will be shortlisted by Peabody and The London Community Foundation (LCF). Shortlisted applicants may be contacted by a Programme Manager from LCF for an informal chat or to request additional information to find out more about your project.

The shortlisted applications will then be reviewed by Peabody staff and then presented to the LCRF Panel. Successful and unsuccessful applicants will be notified of the decision in writing by e-mail. The Panel's decisions are final and cannot be appealed.

## Timetable for spending the grant

Successful applicants will have up to 12 months from April 2021 to spend any grant awarded, and a further four weeks after this date to submit monitoring. Grants cannot cover activities taking place before any grant is awarded.

## Monitoring and evaluation

Groups awarded funding will be required to complete a form outlining how the grant was spent and highlighting the benefits for residents. They will be provided with the details to collect and the link to the online form when awarded funding (or soon after) and will also be reminded when their project is close to finishing.

Monitoring and evaluating the projects funded by our grants enables your group and us to better understand the impact of the grant. It helps us to more fully understand community needs, enables your group and us to learn from your project and can also help you put together information that can help to inform future plans.

It is also recommended that organisations should collect valuable information on how people benefit from your work, what works and what doesn't, how you can make your services more effective, and also demonstrate to future funders the value of your work.

## Living Wage Funder

The London Community Foundation is a Living Wage Funder. This scheme, run by the Living Wage Foundation means that The London Community Foundation will actively encourage and support applications from organisations willing to pay staff the Living Wage (currently £10.85 in London), or higher.

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## Need help?

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

**The London Community Foundation:** [info@londoncf.org.uk](mailto:info@londoncf.org.uk) / 020 7582 5117

For all application eligibility and process queries please contact LCF initially. LCF may refer you to Peabody's Community Team if it is felt they can offer you more support. For support from LCF please contact the Programmes Team on:

- 020 7582 5117 or e-mail: [info@londoncf.org.uk](mailto:info@londoncf.org.uk)

The Peabody Community Team will also be available to help groups who need support developing their application. For support from Peabody please contact the Community Team on:

- e-mail: [communitygrants@peabody.org.uk](mailto:communitygrants@peabody.org.uk)

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