



Bucks Coronavirus Stabilisation Fund

Guidance for Applicants

Who can apply?

Not-for-profit organisations who work for the benefit of Buckinghamshire residents (excluding Milton Keynes) .

Town and Parish Councils or Community Boards may be considered as part of wider strategic initiatives on a case by case basis in discussion with the Grants Team.

We are unlikely to be able to fund:

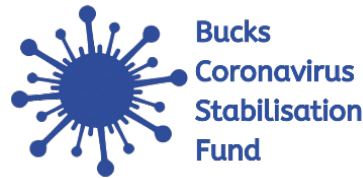
- Organisations who are unable to give assurances about their ability to continue operating for the next 12 months.
- National organisations which don't have separately constituted or operational local branches.
- Organisations lacking a demonstrable track-record (minimum 12 months) of working in Buckinghamshire.

How much can I apply for?

Eligible organisations can apply for grants on a sliding scale determined by their unrestricted income in their last audited accounts.

Unrestricted income in last audited financial year:	Maximum grant available
up to £5,000	£1,000
up to £25,000	£2,500
up to £100,000	£5,000
£100,000+	£10,000

If you are looking for funding up to £25,000 you may also wish to apply for our Loan Funding. You can find [further details here](#).



What can be funded?

We will continue to make grants for immediate relief, particularly in local communities which experience a return to lockdown as a result of a spike in infections. However, grants can now also be awarded to:

- **Replace lost income.** This has to be clearly linked to income lost due to the COVID-19 crisis and priority will be given to organisations directly supporting people experiencing hardship as a result of the crisis.
- **Support organisations to adapt to the crisis.** For example, rent larger premises to accommodate social distancing requirements, changes to allow more online/virtual service delivery or recruitment of different staff to reflect changing service needs.
- **Prevent problems emerging or getting worse.** Supporting people and communities to seize opportunities to emerge from crisis and lead thriving lives, particularly those supporting priority groups with sport and physical activity opportunities.

Types of expenditure that we can support include:

- Capital expenditure, such as new equipment
- Project costs associated with new, or the enhancement of existing, initiatives
- Core costs

We cannot fund:

- Overseas travel
- Costs that are the responsibility of a statutory body
- Funding that duplicates grants applied for/awarded by one of our funding partners
- Funds to be distributed to individuals
- Animal welfare
- Activity/need that is focused outside of Buckinghamshire
- Any activity which Heart of Bucks deems in its absolute discretion to fall outside of the remit of this fund

What period can funding be awarded for?

Grants from this fund must be fully spent by 31st March 2021. Applications can only be accepted for costs not yet incurred. Retrospective funding will not be awarded.



Funding priorities

Heart of Bucks are very conscious that some communities have experienced disproportionate impact from the coronavirus outbreak and are mindful of the responsibility we hold through our funding decisions to help address these inequalities and to make Buckinghamshire a better place to live, for all.

Priority will therefore be given to organisations who are reaching those at greatest risk of negative social, health or economic impact and/or who are disproportionately impacted by COVID-19 including BAME communities, refugees and asylum seekers, the LGBTQ+ community, people with long term conditions, those with mental health challenges or people with other disabilities (this list is not intended to be exclusive).

We also wish to recognise and support the changes that many groups are making in adapting their ways of working to be mindful of their environmental impact.

Heart of Bucks reserves the right to amend the above priorities at any time, in light of new data or as a result of government/medical announcements, or as a result of requests from the NET, UK Community Foundations (UKCF) or other funders. We also reserve the right to run targeted promotions or to strategically solicit applications to ensure a level playing field for those who need to access funds.

Making an application

When you are completing the application, there is a wealth of help text available for most of the questions. You can access these by hovering over the ? symbol next to the question.

To maximise your chances of a successful application it is important that you:

- Submit all the documents requested, including:
 - list of your trustees/directors
 - your constitution
 - your latest accounts
 - policies: safeguarding, health and safety, equality & diversity
 - a recent bank statement
- Ensure that you are able to spend the grant requested by 31st March 2021
- Explain clearly how your organisation has been impacted by coronavirus, whether through loss of income, cancellation of events, increased demand, adapted ways of working, etc.
- Explain clearly what your recovery plan is, paying attention to any measures you are taking to minimise the impact to your organisation
- Include details about how your services help to address health and other inequalities in our communities
- Tell us about any ways in which you are adapting your work to reduce your environmental impact



- Include information about your sustainability. Our panel are unlikely to fund if they are not confident that your organisation is a "going concern"

Terms and Conditions

The terms and conditions and privacy notice for this fund are more complex than our usual funds, in part because the fund includes monies from a number of different external funders which we have brought together in one fund to make the application process simpler for you.

The terms are set out in full in the application form, but we recommend that you [read the terms and conditions here](#) and [our privacy notice here](#) before starting your application to ensure you are able to comply with the conditions of award.

Decisions made by Heart of Bucks are final and there is no right of appeal. Heart of Bucks reserves the right to refuse applications for any reason, and not to share details with the applicant. Where criminal activity is suspected, Heart of Bucks will co-operate with law enforcement officials to the fullest extent required by law to identify and tackle this.

Help and Guidance

If you have questions about your eligibility or need support with your application, please email us at: grants@heartofbucks.org or call on 01296 330134 (please be aware that as our team are all working from home and doing a lot of work via video call we may not always be able to answer calls).