

COMMON GOOD FUND GRANTS CRITERIA AND GUIDANCE

Funded by:



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Communities and
Local Government

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Near Neighbours is a charity set up to bring people together who are near neighbours in communities that are religiously and ethnically diverse, so that they can get to know each other better, build relationships of trust and collaborate together on initiatives that improve the local community they live in.

The grants programme which is part of Near Neighbours is being administered by our partner organisation, Church Urban Fund. Near Neighbours is funded by the Department for Communities and Local Government. We will work with those of any faith or none.

Church Urban Fund is a Christian charity, with a vision to see people and communities all over England flourish and enjoy life in all its fullness. Church Urban Fund relies on regular contributions from different parts of the Church and donations from thousands of generous individuals.

Near Neighbours is a registered charity, no. 1142426, and a company limited by guarantee, no. 07603317

Church Urban Fund is a registered charity, no. 297483, and a company limited by guarantee, no. 2138994

Common Good Fund Grants Criteria and Guidance, 2017 Version

This version of the Common Good Fund Grants Criteria and Guidance will supersede all previous guidance issued by Near Neighbours. It has been developed as a resource and will be reviewed and re-issued annually or at any other time as required. The latest version of the Grants Criteria and Guidance will always be available for download from the Near Neighbours website. For additional information, please contact us using the details below.

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COMMON GOOD FUND

The idea is to address recent and long entrenched tensions in local areas between ethnic and faith communities, where there are reported incidents of intolerance, to build connections and increase levels of trust and mutual support, as well as encouraging people to develop practical activities to bring about change.

The Common Good Fund has four key objectives:

- Creating a common agenda – we want to see local people reach a shared vision of how to work together to improve their areas.
- Promoting a sense of personal responsibility – we recognise that everyone has something to contribute and should feel ownership over local initiatives.
- Increasing levels of participation and social cohesion – we believe that the local community is strongest when everyone is involved in social action.
- Promoting an alternative to hate, intolerance, and prejudice – we feel that meaningful relationships can develop where there is shared understanding, trust and respect.

Grant requests between £250 and £5,000 will be considered and the deadline for applications is Monday 27 February 2017. Grants are available for local groups and organisations who are working to build connections across communities in order to encourage people to live together well.

These must be local initiatives planned by and involving local people. We will look especially favourably on applications from areas where there are tensions between ethnic and faith communities and incidents of intolerance.

A key criterion is that grants are spent in ways which bring together people from different ethnic and faith communities which has a specific local impact. If there is the intention and likelihood of deep and lasting relationships of trust between people, in order to transform communities, then a grant is more likely to be awarded.

We consider projects to fall into three broad categories. A project need not fit itself to just one, and we recognise that activities may naturally cover two or all three of the following:

- **First Encounters** that develop *new* relationships between people of different ethnic and faith communities and encourage the development of mutual understanding – initiatives which begin the process of developing friendship and neighbourliness.
- **Everyday Interactions** that support regular interactions, repeatedly bringing people together and encouraging families and individuals to come together to share life – building flourishing and sustainable friendships and relationships.
- **Civil Engagement** which brings together people from different ethnic and faith communities to work together to change their neighbourhoods for the better – enabling diverse communities to transform their neighbourhoods.

ELIGIBLE AREAS

Grants from the Common Good Fund are available across England, except for the areas where Near Neighbours Small Grants are available. Please check the list of Common Good Fund Link Officers to determine geographical eligibility.

We particularly encourage applications from areas where there has been significant migration from European countries and settlement of asylum seekers and refugees, and areas where our networks and/or news reports have indicated that there are tensions. This includes Barking and Dagenham, Batley, Boston, Cambridge, Corby, Harlow, Liverpool, Merton, Middlesbrough, Oxford, Peterborough, Slough, South Holland, and Wisbech.

CRITERIA

Below is an exact list of our grants criteria. A project should:

- **Bring together peoples of two or more different ethnicities and/or faiths**, to build friendships and develop relationships of trust.
- **Work locally**. We want to see people who are living very locally (i.e. in the same street, estate or neighbourhood) come together.
- **Work sustainably**. We want to see long term and natural relationships grow, that will last beyond the period of funding.
- **Work to improve the community**. We want to see people working to make their communities a better place to live.
- **Involve diverse people in planning and implementation**. People from more than one ethnic and/or faith group are involved in planning and implementing the proposal.

In addition, a grant must be for:

- **New or developed work**. We won't support repeat or ongoing activities.
- **Specific activities**. Funding is given for a specific project or activity.
- **Immediate activities**. Grants should be claimed or part-claimed within one month and normally fully spent within three months of approval.
- **Grassroots organisations**: We particularly seek to fund emerging local groups as well as charities, religious organisations and other not-for-profit organisations whose focus is on local work. We will look especially favourably on small organisations with a low annual turnover.

We are particularly pleased to receive applications from groups comprising people from more than one ethnic or faith group. We know that such groups will be working with neighbours who are not from minority ethnic communities or do not have a faith; this is acceptable as long as there is a balance of number of those who are from ethnic or faith communities.

Funding cannot be granted to individuals but may be given to small groups without a constitution or bank account where there is a reputable local community or faith organisation willing to act as the accountable body for the funds.

We will consider applications from Community Interest Companies and other social enterprises if their membership is from the neighbourhood they are seeking funding for, and if the activity they seek to deliver has a planning/running involvement from local people of more than one ethnic and faith groups.

As long as they meet our criteria, we welcome places of worship and secular organisations working with ethnic and faith communities to apply for a grant.

PRIORITIES

In addition to our criteria, we also assess applications by a number of priorities. Applications showing the following qualities will be prioritised for funding:

- Where the purpose is first and foremost to bring people of different ethnic and faith groups together to build meaningful relationships through an activity or project.
- New and innovative projects with a high local impact at the neighbourhood level.
- Projects that take place in neighbourhoods with deprivation or disadvantage.
- Projects that take place in areas where there has been significant migration from European countries and settlement of asylum seekers and refugees.
- Proposals from minority faith communities.
- Proposals from small faith or community organisations or groups.

- Where a project shows sustainability; with relationships, sustainable change and/or further work together likely to continue naturally beyond the period of funding.
- It is clear what difference the activity will make to the local community.
- Proposals that are run by volunteers or have a strong volunteer base.
- Projects that source goods and services from businesses in the local community or use ethically-sourced goods and services, such as Fairtrade refreshments.
- It shows value for money.

WHAT WE WILL NOT FUND

There are also a number of things that cannot be funded. These are:

- Projects that will run in an area where Near Neighbours Small Grants are available.
- Repeated activities (such as an annual summer camp or regular training sessions that have happened previously).
- Activities open only to one ethnic/faith group.
- Activity promoting a specific faith.
- Projects that are the normal curriculum work of schools and colleges.
- Faith leaders' salaries.
- Individuals.
- Existing salary costs, except where there is a significant increase in hours in order to begin new work or expand an existing project to new people.
- Organisational costs not associated with the funded project.
- Major capital costs (though small items of equipment will be considered i.e. the cost of a kettle but not the cost of a kitchen).
- Unspecified or excessive volunteer expenses or high staff costs/expenses.
- Work that has already started or completed (retrospective funding). We will decline applications for work that begins within 14 calendar days of receiving your application.
- Deficits or loans.
- Campaigning and fundraising activity.
- Revenue and capital funding for national voluntary/community organisations and public and private sector organisations.
- General repairs and refurbishment of buildings, or internal re-ordering of places of worship, maintenance or DDA (Disability Discrimination Act) compliance.
- General appeals.

APPLICATION PROCEDURE

If you wish to apply for our funding, please follow the following procedure:

- Review whether your project fits in with our criteria and is based in an eligible area.
- It is important to speak with your local Common Good Fund Link Officer about your proposals before applying; they are in place to support and help you apply. You can find your local Common Good Fund Link Officer [here](#). They will also tell you who your local Church of England Vicar is in order that you might be able to have an initial conversation with the vicar about your idea as they may be able to signpost you to partners and projects locally.
- Complete the application form. These are available from our website [here](#).
- Send your application to your local Link Officer. They will forward your application on to the local vicar who is able to comment on the application in an advisory role and provide a supporting statement for your application, and the local vicar will have one week to respond. The local Link Officer will also review it and may offer you recommendations, before forwarding it to our office for final assessment. If the vicar is unable to comment within one week the Link Officer will send it without their comments.

- Our Grants Coordinator will assess your application. If necessary, they will contact you with any questions they may have. Once they have all the necessary information, they will work with CUF staff who will aim to make a decision within 14 calendar days (except during Christmas holidays when staff are on leave).

COMMON GOOD FUND APPLICATION CHECKLIST

Have you:

- Carefully read the Grants Criteria and Guidance and Application Form?
- Checked if your project idea fits the criteria and is in an eligible area?
- Discussed your plans for the project with local people of other ethnic and faith groups that will be involved?
- Explored and noted the local need of people who will benefit from a grant?
- Spoken to your local Common Good Fund Link Officer to discuss your idea?
- Worked with local people to draw up a simple plan of action for the project?
- Produced a basic budget or list of planned expenditure?
- Used your local Link Officer's advice on filling in the Application Form?
- Attached the following documents (as relevant)?
 - Budget or Breakdown of Proposed Expenditure
 - Annual Report and Accounts
 - Copies of written quotes or estimates
- Sent a completed Application Form to your local Link Officer for feedback and a supporting statement?
- Kept a complete copy of the Application Form for your reference?

GRANT CONDITIONS

If you are awarded a grant we will outline several conditions that you must agree to in order to receive payment, which is a legally binding agreement. This will include using your grant only for the purposes laid out in your application. Additionally we include details about transferring funds, our grant evaluation process and publicity. Please be aware that additional conditions may be attached as required. These will always be stated at the time a funding offer is made.

SAFEGUARDING

Near Neighbours takes the safety and wellbeing of people of all ages seriously and expects grant applicants to do likewise. For this reason we expect any projects working with children and young people or vulnerable adults to have the appropriate safeguarding policies in place. We do recognise that if you are a new group then this may not yet be in place. The NSPCC provides guidance on setting up and following safeguarding policies and procedures for working with children and young people, which you can find [here](#).