



ROTHSCHILD FOUNDATION

Covid-19 Support Fund Guidance

Aims of the fund

The Fund aims to support the local third sector organisations who have been adversely affected by Covid-19 and those who have experienced significant increased demand for their service to navigate through the next six months, in order to support communities in Buckinghamshire. Funding will be prioritised for registered Charities and Community Interest Companies (CICs) limited by guarantee. If you wish to make an application from another type of constituted organisation in the not-for-profit sector, please contact grants@rothschildfoundation.org.uk to discuss eligibility.

To be eligible to apply organisations must provide a service to residents in Buckinghamshire. We will prioritise support for communities that currently experience high levels of disadvantage and who are likely to be disproportionately affected by the impact of Covid-19.

Priority will be given to small to medium-sized organisations with income of up to £1 million. We are interested in supporting organisations who can demonstrate impact in the county already.

The Fund will support services that are directly responding to the needs of communities that have arisen from the impact of Covid-19 as well as those that are not delivered directly on the frontline but are an important part of the rebuilding process.

We are keen to support services addressing mental health, social isolation and financial hardship, including homelessness. However, this list is not exclusive and we recognise that over the duration of the fund needs of communities will develop as the situation unfolds. For those not involved in direct frontline delivery our support will be informed by the interests of the Foundation, particularly the arts and cultural sector and the environment. We encourage all those applying to consider their contribution to environmental sustainability.

Crucially, organisations must be able to demonstrate the recent impact of their service in Bucks and the need for their service over the next six months and beyond. If you would like us to consider a longer timeframe for funded activities please get in touch to discuss using the email address below.

We understand that Covid-19 will have a lasting impact on the third sector and it will not be possible to go back to 'business as usual'. We also appreciate that planning for the future is difficult in

uncertain times. However, we will prioritise support for organisations who are able to demonstrate an understanding of the wider context in which they are operating and who have fully considered how their service can be remodelled in order to deliver the greatest impact. We strongly encourage organisations to work closely with each other and will prioritise support for organisations who are able to demonstrate that they are part of a coordinated approach to supporting local communities. If you wish to apply as a consortia please contact us to discuss before making an application.

In these uncertain times the Fund aims to be as responsive as possible to the needs of organisations and the communities they support. Organisations can apply for funding to support a variety of activity including core costs, cash-flow support, service re-design, restructure, mergers, staff training, workplace adaptations as well as new and adapted services that have been developed in response to need arising from the impact of Covid-19.

We intend to run the fund until the end of April 2021 in order to allow flexibility for organisations to apply at an appropriate stage of planning and service delivery. Organisations are encouraged to apply once they have a good understanding of the demand for their service, how best to deliver it and the resources required.

We will endeavour to run the fund as outlined. However, we are a very small grants team and we are also navigating changes to the way we operate. This may mean that we need to adapt the fund as it develops. We will endeavour to process applications as quickly as possible with an anticipated timeframe of up to eight weeks between submission of application and notification of decision. However, if demand is very high this may take longer.

Fund details

Organisations can apply for grants of between £5,000 and £50,000 to cover costs for up to six months. We anticipate that competition for funds will be high so please only apply for what you need. We wish to support organisations who can demonstrate a robust approach to their fundraising needs and you will be asked to evidence other funding approaches made and statutory support received to mitigate the impact of Covid-19.

In the exceptional circumstances presented by the coronavirus outbreak, organisations holding an existing funding agreement for a Local and Community or Impact Grant may also apply to the Covid-19 Support Fund as long as the funding applied for does not duplicate funding already received from the Rothschild Foundation.

Organisations will not be able to make repeat applications to the Covid-19 Support Fund. However organisations who have already applied to the fund are able to be part of consortia bids as long as the activity being applied for does not duplicate any funding already received via the Fund.

Please see below for a full list of exclusions for what we cannot fund.

Applications are made online via our online portal. However please get in touch with us if you have difficulties accessing the online form.

Application details

The online application will ask you a set of questions on the track record of your organisation and the impact of Covid-19 on your service, beneficiaries and organisation. You will be asked to evidence how you are planning for the future and how you will use the funding you have applied for.

The application will ask for financial information from your latest set of audited accounts as well as the following:

- An outline of your financial model prior to Covid-19 crisis
- Which government schemes you have been able to apply to for financial support as well as any non-governmental funding you have applied for to mitigate the impact of Covid-19
- Your current bank balance and any notice required for withdrawal
- Detail on any overdraft or loan facility, including current or being negotiated
- Whether you are forecasting a surplus or deficit for your current financial year

Applicants will be asked to provide supporting information as follows:

- Governing document
- Latest set of audited accounts
- Recent 12 month cash flow forecast
- A Covid-19 adjusted forecast and comparison with original annual budget
- Name and contact details of a referee who has given permission to share their details

Applicants who are requesting more than £10k or have an annual income exceeding £100k will also need to upload the following documents:

- Last quarter management accounts

Applicants will also be asked to confirm that they have the appropriate policies in place as follows:

- Safeguarding policy
- Equality policy
- Health and Safety policy
- GDPR policy

Covid-19 Support Fund – Exclusions

The Rothschild Foundation's Covid-19 Support Fund is not able to support the following;

- Activity that involves breaking any UK laws or public health guidance related Covid-19
- For-profit organisations and businesses. Community Interest Companies may apply, but only those limited by guarantee with an asset lock clause that ensures funds are not transferred to a body without charitable objects
- Organisations lacking a demonstrable track-record of working in Buckinghamshire
- Projects that benefit people living outside the county of Buckinghamshire
- Reimbursement for work that has already been delivered
- Proposals that are only for the benefit of one individual including academic research, scholarships, bursaries, or any kind of student fees
- Proselytizing organisations and the promotion of religion
- Overseas travel, expeditions, adventure and residential courses, and respite breaks unless they are based in Buckinghamshire
- Repayment of loans or debt
- Statutory bodies including schools, prisons and hospitals. 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
- Organisations providing medical care, medical research or with the sole purpose of distributing medical equipment, even when related to protection from Covid-19. We do welcome applications from medical charities for projects related to wellbeing rather than medical care or research.
- Animal welfare charities and campaigns.

If you have any questions about your application please send an email to grants@rothschildfoundation.org.uk with 'Covid-19 Support Fund request' in the subject heading.

Reporting for successful applicants

Grantees will be asked to provide a brief report on how they have used our funding and the impact it has had on beneficiaries, service delivery and the organisation six months after being awarded the grant. Please see our reporting guidance for further detail. In addition we may ask grantees to be part of case studies.

Acknowledging your grant

If you wish to publically acknowledge the support of the Rothschild Foundation our logo can be downloaded from our website once you have been awarded a grant. We ask to approve all use of our logo prior to publication. The Rothschild Foundation will also connect with and share information about grant holders on the news section of our website and on social media platforms.

We hope that this guidance provides all the information you need. Please also see our [Frequently Asked Questions](#).