

The Drapers' Charitable Fund

Guidelines for Applicants

Eligible Activities

Education and Young People

Projects which raise the aspirations or help to realise the full potential of disadvantaged young people in Greater London including:

- support NEET young people into education, training or sustainable employment; or
- improve the essential skills of disadvantaged young people to deliver a demonstrable impact on their progression into education, training or employment; or
- support young people from disadvantaged backgrounds to increase their academic attainment, particularly in literacy and numeracy, or to continue or further their education.

Social Welfare

Homelessness - programmes in Greater London which support homeless people, those who are vulnerably housed or otherwise at risk of homelessness including:

- support to enable people to gain or maintain stable accommodation;
- enabling people to develop the skills to live independently and/or move towards employment or training;
- Day Centres offering shelter and basic services.

Prisoners - projects can be delivered in prisons, through-the-gate or to ex-offenders in the community:

- projects should improve the employability opportunities for offenders or ex-offenders; or
- support rehabilitation, particularly through the provision of education and training opportunities; or
- re-build family relationships or provide support services to prisoners' families.

Veterans

- projects should support or aid the rehabilitation of wounded, injured or sick ex-services personnel, particularly into training or employment; or
- improve the welfare, health and wellbeing of veterans in need.

Welfare - the provision of support services to the following beneficiaries in areas of high deprivation in Greater London:

- supporting people to overcome hardship eg food redistribution services and projects addressing food poverty, debt advice, support to help people remain in their homes;
- community or family support services eg, community centres, befriending/advice services to develop positive family relationships;
- older people eg befriending services, day centre services, or projects helping beneficiaries to continue to live independently in their own homes.

Textiles and Heritage

- textile conservation projects particularly the conservation, display and public access of textiles of national importance;
- support of young people's entrance into and success within the textile industry through the development of textile-related skills;

- preservation of the nation's heritage through support of museums, memorials and monuments related to former exploits of the armed forces, the history of London or the textile trade.

Activities that are NOT funded:

- Capital costs, new buildings or major refurbishments
- Medical research or medical conditions
- Music, performing arts and visual arts projects unless able to demonstrate impact on prisoners or older people
- Projects where the main focus is tolerance and understanding between faiths and communities or the promotion of religious beliefs
- Charities whose principal objective is campaigning, lobbying or raising awareness
- Holidays or trips or pre-school projects
- Events such as conferences, seminars and exhibitions
- Animal welfare
- Projects taking place or whose beneficiaries are situated outside the UK
- Work that has already taken place

General Information about our eligibility criteria and grants awarded

- Applications will only be considered from registered charities.
- Support will be provided to organisations whose annual income is between £100,000 and £2 million.
- The main focus of grant-making is in disadvantaged areas of Greater London. Many of the funding priorities include a geographical restriction, but where this is not stated projects and beneficiaries should be based in England.
- Grants awarded are for sums up to £20,000 but larger grants may be selectively awarded.
- Many grants are one-off payments, but multi-year grants are selectively awarded when they are subject to an annual progress review.
- Funding is provided for either core costs or for specific projects or areas of work to enable organisations to continue and develop their services.
- Grants will be awarded to organisations/projects which demonstrate quantifiable outcomes and a positive and significant impact upon beneficiaries.
- Grants are conditional on applicants having written safeguarding policies and procedures in place relating to child protection, vulnerable adults and any other issues relating to the welfare of the charity's beneficiaries.
- A further application from an organisation will not normally be considered for a period of three years from the date of the grant.
- Unsuccessful applicants should wait at least two years before reapplying.

Applications from the following organisations are NOT funded:

- CIC and other organisations that are not registered charities
- Organisations with an income outside the limits of £100,000 and £2 million
- Regional charities that are affiliated with national charities or movements
- Schools, colleges or universities
- Places of worship
- Almshouses
- Hospitals, medical centres or hospices or other palliative care services
- Individuals, or organisations applying on their behalf

Grant Application Guidelines

All applicants must complete the one-page **Application Summary Sheet** which should be submitted together with your application.

Your application should be as concise as possible but no longer than four sides of A4 and in font size no smaller than 11 point.

The application should describe the charity's work or the project for which funding is requested and should include, but not be limited to, the following information:

Details about your organisation

- Its aims and activities, when the organisation was established and its status (eg registered charity, company limited by guarantee etc), who its beneficiaries are, financial details (income, expenditure and free reserves), number of staff and/or volunteers, and the geographical area where it works.

Details about the work of the charity (or the project/programme) to be funded

- The need for the work and how the need was assessed including the results of any pilot project if relevant.
- The activities that the work will deliver ie details about the programmes or services provided.
- Evidence of the outcomes achieved from similar programmes/projects delivered.
- The outcomes (changes, benefits or other effects) you expect to achieve. Outcomes should be quantitative or use recognised qualitative measuring tools. They should provide evidence that the work makes a difference to the lives of those supported and enables evaluation of the success or otherwise of the work.
- How many people will benefit from the work and the geographical area of beneficiaries.
- Details of fundraising strategy and income generation activities, other sources of funding secured and applications for funding which are outstanding. Increased financial sustainability through diversified income streams and a reducing dependence on charitable giving is welcomed.

Additional information to be provided

In addition to the application the following attachments should be included:

- A budget for the proposed project/programme or organisational budget if a contribution towards core funding is requested including specific details of the sum requested from the Drapers' Charitable Fund. If funding is requested for salary costs please ensure that the salary and on costs are separately identified.
- The most recent audited financial statements and trustees report. Please explain any significant changes in income or expenditure from the previous year, the charity's reserves policy, any unrestricted reserves held in excess of the reserves policy, and the requirement for any reserves held in designated funds.
- If funding for a post is required, the job description should be provided.
- Drapers' Charitable Fund's Application Summary Sheet.

Applications should be submitted by email to charities@thedrapers.co.uk