

BREAK THE MOULD



Grant Scheme Guidelines

Overview

To celebrate the Francis C Scott Charitable Trust's 60th birthday, a group of young people have been asked to develop a scheme to distribute £60,000 to the local community. The Grant has been split into two strands as detailed below.

Please click [here](#) to find out more about the project and the young people involved.

Eligibility Criteria

1. The development of your project idea must involve young people in some way.
2. You are a not-for-profit (constituted organisation, registered charity, charitable incorporated organisation, community interest company, or similar) or have partnered with a constituted organisation that has agreed to hold the funding and be legally responsible for the delivery of the project. The application must be made in the name of the organisation.
3. Your project must fit the focus of one or more of our funding themes.
4. The project idea must be charitable in nature and not part of any statutory deliverables.

Organisations already in receipt of funding from the Francis Scott Trust are still welcome to apply for our funding.

The Break the Mould scheme cannot fund applications:

- From individuals
- From statutory organisations
- From national charities without a local base/project
- From charities with substantial unrestricted reserves
- From medical/health establishments
- For retrospective funding
- For the promotion of religion
- For animal welfare

What are the themes and focus of the fund?

The key grant themes are as follows:

- Creating Safe spaces for young people (this includes activities, advice, and support for general or minority groups).
- Supporting young people as they transition to adulthood (key life skills).
- Mental Health support for young people (post-pandemic).

Our Target Audience are young people aged 16-24 from Lancaster and Cumbria facing significant challenges, such as:

- Struggling to fit in or find a place where they can develop shared interests with others.
- Worried about learning the skills needed to transition to adulthood.

- Young individuals who are finding it difficult or struggling with emotions, have little or no aspirations, and cannot see a future.

Example project

To help us understand what you would like to do, please use the SMART format to fill in the section 'Please describe your project' to introduce your plans, as in the example below.

Specific - A 6-week programme with two-hour, weekly sessions.

Measurable- This will be measured by the number of young people who attended each session and feedback will be gathered to help contribute to the final evaluation (*how you will gather this data and information?*)

Achievable- The way the funding will help us achieve this goal is by running sessions where young people will learn skills such as budgeting, cooking, and CV writing, with trained youth workers overseeing and evaluating the sessions.

Relevant- We have identified that there is a need for support for 16–24-year-olds in area x moving into independent living, so this project is relevant to them (*please continue to explain how you have identified these needs and how this project is relevant*).

Time bound- We will run two one-hour sessions a week for six weeks. The end of project evaluation report will be completed by x date.

How much is available?

The 'Break the Mould' fund will distribute £60,000 to community groups helping young people in Cumbria and the Lancaster district.

The fund will offer two different granting opportunities:

- Mini grants of up to £500 (the group have allocated £10,000 to this strand).
- Large grants of between £500 and £10000 (the group have allocated £50,000 for this strand).

Which areas are covered?

Cumbria and the Lancaster district.

What documents will you need?

The following documents must be attached to support your application. If you are struggling to supply these, please contact us for advice.

- A signed copy of your governing document i.e., your constitution or rules.
- Most recent annual report (if you have one).

- A copy of the group's latest annual accounts or income/expenditure document (if the accounts show more than six-months of reserves, please explain why you are requesting the grant).
- A copy of a recent bank statement for your group or nominated bank account.
- Any policies which are relevant to your application. For example, your Equality, Diversity & Inclusion Policy, or Safeguarding Policy.

Closing Dates

The **large grant** strand will close on *Friday the 10th of November at 12.00pm (extended deadline)*.

The **mini grant** strand will remain open until the *31st of January 2024, at 12.00pm* with grants assessed up to two-weeks after submission.

Applications for both grant strands will not be accepted after either deadline (please be aware that the mini strand may run out before this deadline due to our grant making processes).

Grant making process

For the larger grant the panel will meet and discuss applications received. to agree and distribute grants. In November 2023 the grants will be distributed to the projects that have been approved by the panel.

For the mini strand, we will aim for a two-week turnaround on decisions from the first working day after submission.

Evidence and Publicity

At the end of the activity, you will be asked to provide us with evidence that you have spent the money on what it has been given for – e.g., a copy of the receipt(s). We will also require a write-up about the funded activity along with photographs and / or videos that we can use for publicity purposes including press releases, social media, website, reports etc.

Underspend

Should you not spend the entire grant on the purpose for which it is given, please let us know. If you would like to suggest what the remainder could be spent on, please get in touch; this will be considered by the panel.

Support

Contact The Break the Mould team by email at breakthemouldoversight@gmail.com for support. This could be for questions about the online application process, alternative application options, eligibility, documentation, and timescales.

FAQ

We work for an organisation that works specifically with young people with disabilities (sight). Are we eligible?

Yes. If the project is charitable in nature, and for the benefit of young people aged 16-24, living and working in Lancaster and Cumbria.

We have a young people's group at school, and they would like to apply for a grant. Are we able to?

Yes. Schools and colleges can apply on behalf of a group of young people, if you can prove that the activity is charitable in nature and not part of any statutory activities.

Who is eligible to apply for the grants?

Constituted organisations that are charitable in nature, or groups that have partnered with a constituted organisation that has agreed to administer the grant if successful. Organisations will be required to provide evidence of this.

Examples of eligible organisations:

- Registered Charity
- Community Interest Company (CIC)
- Charitable Incorporated Organisation (CIO)
- Company Ltd by Guarantee with Charitable Status (CLG)

I am already in receipt of funding from Francis Scott Trust. Can I still apply for this funding?

Yes.

What are SMART Targets?

A SMART target is used to help guide goal setting. SMART is an acronym that stands for Specific, Measurable, Achievable, Realistic, and Timely. Therefore, a SMART goal incorporates all these criteria to help focus your efforts and increase the chances of achieving your goal.

For more information: <https://corporatefinanceinstitute.com/resources/management/smart-goal/>.

Where can I apply?

Organisations can apply online. If they have access requirements, they can also request a paper version, or speak with the team to do it in another format e.g., video.

Registering to apply- morecambebay.grantplatform.com.

They will be promoted to create an account (if they don't already have one). After this has been completed, they will have access to the online application form.

Can an organisation apply for funding for more than one project?

Yes. If the projects are significantly different and involve new groups of young people.

We are already in receipt of funding from the Francis Scott Trust, so can we still apply?

Yes. We welcome applications from organisations that have received funding from Francis Scott Trust in the past.



The Break the Mould Project has been devised, managed, and delivered by young people across Lancaster and Cumbria, with support from Cumbria Youth Alliance and the Lancaster District CVS. Funding for the project has come from the Francis Scott Trust and is part of their 60th year celebrations, empowering young people to take the lead.