



Minds Within the Bay Funding Opportunity Guidance Document

Overview

A group of young people have been asked by West End Morecambe to develop a scheme to distribute £20,000 to their local community. The fund has been split into two strands as detailed below.

Eligibility Criteria

1. The development of your project idea must have involved young people in some way.
2. You are a constituted group (such as a community group with a committee and a governing document, a charity, or a CIC) 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 and criteria of our fund.

What are the themes and focus of the fund?

1. The grant must support young people (aged 11-18, 25 with additional needs) living in the West End of Morecambe.
2. The grant is available for projects that support young people with their mental health.

How much is available?

The fund will offer two different granting opportunities:

1. Small grants of up to £1,000.
2. Large grants of between £1,000 & £4,000

Which areas are covered?

Grants are available to projects which will benefit young people living in the West End of Morecambe.

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What documents will you need?

The following must be supplied in support of 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, memorandum and articles of association, or rules.
- Most recent annual report (if you have one).
- A copy of the group's latest annual accounts or income/expenditure document.
- A copy of a recent bank statement for your group or nominated bank account.
- A copy of the groups up to date Safeguarding Policy.
- Any policies you believe are relevant to your application. For example, your Equality, Diversity & Inclusion Policy.

If you do not have additional documents or a safeguarding policy, please liaise with catherinewestwell@lancastercvs.org.uk to receive support.

Closing Dates

The applications are open until 28 October 2024, 23:59. Applications submitted after this deadline may be recorded by our system but will not be considered.

Grant making process

For both strands, a decision-making panel will meet to agree and distribute grants in November 2024. You should hear the outcome of your application within 2 working weeks from the panel's decisions in November.

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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 Minds Within the Bay team via catherinewestwell@lancastercvs.org.uk for support. This could be for questions about the online application process, alternative application options, eligibility, documentation, and timescales.

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