

Health Protection Board Covid Community Fund (St Albans District) Guidance and Criteria

Key information

Hertfordshire's Health Protection Board (HPB) is a body established in June 2020 led by the County's Director of Public Health. It has made a Covid Community Fund available for Community and Voluntary organisations to ensure they remain viable and sustainable whilst delivering support to residents affected by the Covid-19 pandemic.

Organisations which have supported the pandemic response can apply for grants from the fund to cover any increase in costs as demand for services has risen and income has fallen due to organisations being unable to carry out any of their usual fundraising activities.

The HPB Covid Community Fund launches on Wednesday 9th June and applications close on Sunday 4th July.

Amount of Funding

Organisations can apply for grants between £1,000* - £20,000 out of a pot of £100,000.

*If your needs are less than £1,000 please get in touch to discuss.

Number of Rounds

The HPB Covid Community Fund has two rounds and possibly a third depending on demand.

Round 1 - opens on **Wednesday 9th June** and closes on **Sunday 4th July**.

Round 2 - opens during the week commencing **9th August** and will close on **Sunday 12th September**.

Round 3 - dates to be confirmed, subject to Round 1 and 2 funding allocations.

Intended benefits of the grant

- To ensure that voluntary and community organisations are able to continue to deliver support to the Local Resilience Forum (LRF) Covid-19 response.
- To enable more residents directly impacted by Covid-19 to access programmes and groups provided by the Community and Voluntary sector. This support, guidance and signposting will improve their physical and mental wellbeing leading to overall better health outcomes in the district.

- To reduce the burden and demand on public sector services, as the Community and Voluntary services are helping deliver Covid-19 response initiatives.
- To support organisations' efforts to sustain volunteer capacity.

Who can apply

- Charities
- Constituted Voluntary and Community Sector organisations (organisations do not have to be registered charities).
- Social Enterprise Organisations/Community Interest Companies (Company Limited by Guarantee model).

Who cannot apply

- Private Companies and individuals.
- Statutory organisations or groups controlled by public sector organisations such as Schools (including PTA groups), Local Authorities and Primary Care Trusts.
- Community groups which do not have a constitution, bank account and management committee/trustees.
- Organisations which do not deliver services in St Albans City and District or for the benefit of St Albans City and District residents.

Applications will be considered that:

- Evidence that your beneficiaries have been impacted or continue to be impacted by Covid-19.
- Evidence that the organisation is unable to cover running costs such as rents, rates and insurance (usually covered by activities which have not been possible over the past 12+ months such as fundraising, hiring out a venue, ticket sales and collecting membership fees).
- Evidence that your organisation's core delivery has increased due to Covid-19 and that you have incurred, or will incur, additional costs.
- Are requesting PPE and other COVID-19 compliant infrastructure required to continue to provide services.
- Have specific, realistic and deliverable outcomes which meet an identified, evidenced need.
- Demonstrate an understanding of the needs locally in St Albans City and District.
- Provide value for money and tangible impact for the residents of the District.

What activities/projects/services cannot be funded:

- New activities/projects that are not related to supporting those impacted by Covid-19.
- Staffing costs that have already been funded by the furlough scheme.
- Services or projects which operate outside of the District.
- Commercial ventures.
- Replacement or duplication of existing funding.
- Services/activities that promote one particular faith or religious belief. However, the fund could support a faith group that is delivering something that is inclusive and open to all.
- Applications that support the furtherance of any one political party.

Can organisations apply that have previously received grant funding from St Albans City and District Council (SADC)?

Yes, organisations which have received SADC grants funding can apply (subject to meeting eligibility criteria above).

Is this grant suitable for my organisation or are there other grants?

The HPB Covid Community Grant is primarily aimed at those organisations whose funding has been adversely impacted by Covid-19 either through reduced fundraising opportunities or increased costs.

SADC's Community Engagement team can advise you of other grants that may be suitable for new initiatives, projects or small capital items.

If you would like to discuss your organisation's needs, please email vcsgrants@stalbans.gov.uk.

Decisions

Allocations will be made by an advisory panel. Awards may go outside the scope described if the panel feels it is in the spirit and goals of this fund.

How to apply for a the HPB Covid Community Grant

1. Complete the application form which can be found on the Grants page of the St Albans City and District website, along with Criteria and Guidance. <https://www.stalbans.gov.uk/grants>
2. Gather required documentation:
 - Your organisation's constitution or evidence that it is an organised group.

- Your organisation's most recent accounts as well as previous years' accounts, in order to evidence loss of income/current financial position.
 - Bank statements (if applicable).
 - Quotes relating to PPE/Covid compliant infrastructure (if applicable).
3. Send completed application form and all of the required documentation to vcsggrants@stalbens.gov.uk

Applications for Round 1 of the HPB Covid Community Grant must be received by midnight on Sunday 4th July

Applications received after this deadline will NOT be considered

Timetable

	Application opens	Applications close	Notification of outcome
Round 1	Wednesday 9 th June	Sunday 4 th July	w/c 19 th July
Round 2	w/c 9 th August	Sunday 12 th September	w/c 28 th September
Round 3	TBC	TBC	TBC

Payments

Please note that organisations may receive only part of the requested amount.

When completing your application, you will be required to provide your organisation's payment information details.

If your application is successful, payment will be made in one instalment following the receipt of your outcome notification letter.

Please ensure that you check your organisation's payment details are up to date before submitting your application.

Monitoring

To ensure that the funding has been spent appropriately, organisations will be required to report on the outputs and outcomes outlined in your application via a monitoring report/visit.

Contact

If you have any questions about the HPB Covid Community Grant or any of the SADC grants, please contact: vcsgrants@stalbans.gov.uk.

Communities 1st provides support to voluntary and community groups, including funding advice to members- go to <https://www.communities1st.org.uk/funding-advice> or email memberservices@communities1st.org.uk.