

Frequently Asked Questions (FAQs)

Voluntary and Community Sector

Grants Funding 2019-23

Query/Issue	Response
<p>Doing Multiple applications</p> <p>I believe that I need to make separate applications for VCS grant funding.</p> <p>Do I need to set up two separate accounts, or is there a way of having more than one application open at the same time?</p>	<p>Yes, you will need to complete separate forms.</p> <p>We recommend that you look carefully at the application questions – once you've started one form, you can save it, send it to yourself and print it off. This will help you establish exactly what information you need.</p> <p>Where you need to write full responses (e.g. with a word count), we recommend that you write these in a separate word document and save it. For Section 1, these will effectively be the same across all applications (if you are not in a partnership). Section 2 – you will need to write 3 separate Funding Proposals and 3 'How you will fund your proposal' spreadsheets which will be different.</p> <p>Much of the other content will be the same.</p> <p>When you are ready to start the on-line application form in detail, you should then be able to easily copy over the necessary information fairly simply and swiftly, without too much duplication.</p>
<p>I'd like to apply for the Borough Wide Thematic Positive activity project and wanted to check with you what ages can</p>	<p>As part of the Universal Youth Support strand, we are looking for activity that is aimed at supporting those from ages 8 up to their 18th birthday (and up to their 25th birthday for Care Leavers and those with</p>

<p>be included in a project of this nature – are you including children and young people or only young people? If so, can you clarify what ages come under your definition?</p>	<p>Special Educational Needs and Disabilities). It is noted that we anticipate that individual bids/projects are likely to focus on a narrower age range within this broader age bracket.</p>
<p>Question 7ii: The question asks: “Are any persons involved in your organisation related to, or have a close association with, any Trustee / Management / Staff and / or volunteers?” – as all persons involved in this organisation are either Trustees, Staff (including management) or volunteers, please explain who is being referred to by the phrase “related to, or have a close association with”.</p>	<p>For the purposes of this question, an ‘associated person’ means a person who lives in the same house or is a close relative of another member of the staff or any member of the board of an organisation. A close relative includes a husband, wife, partner, mother, daughter, father, son, sister and brother, including any adopted siblings, or half-siblings or anyone associated by marriage and/or common law partnership.</p>
<p>Is there a PDF version of the application form (preferably editable)? It would make a very useful work-in-progress tool, especially at group meetings. We can’t all huddle around a screen.</p>	<p>I suggest that you just print off the version that you’ve saved and work from that.</p>
<p>We are invited to “pursue other Council Priorities” (P12). 3 items are shown in the list. Is that list definitive or do we refer to the funding streams as detailed in the Prospectus?</p>	<p>Check out the list of Council priorities in the Appendix of the Prospectus, and see where else your work fits in. You can reference all those that already apply, and/or any that you want to focus on.</p>

<p>Perinatal Mental health strand. Has there been a termination of contract under this strand and if so, please can you supply any workforce information relevant to TUPE?</p>	<p>As this will be a new service, the view is that TUPE will not apply.</p>
<p>Do we have to fulfil every criteria listed in the prospectus for an individual funding stream to have a chance of being granted the funding?</p>	<p>You will of course be in a stronger position if you can meet all of the requirements, however there is no guarantee that any organisation will be successful whether they meet all or part of the requirements We do advise that organisations seek to work in partnership with others which may strengthen an application, more so if you feel there may be gaps in your delivery.</p> <p>Applications whether they meet all the requirements or not will be looked at holistically to determine an outcome.</p>
<p>Are we able to make multiple separate applications for different funding streams for a single organisation?</p>	<p>When someone accesses the form for the first time (via the Apply Now button on your website), they will be prompted to create an account. This becomes their online portal which will enable them to save and finish the form, return to it at a later time and view all pending or historical application forms.</p>

Please Sign In

Welcome to the Royal Borough of Greenwich Grants Portal.

If this is your first visit you will need to create an account here. To do that, please click the "Create Account" button which is just below the E-mail box.

For future visits to complete a saved form, or to fill out any monitoring requirements, you will then be able to log in using the Username and Password you set up.

For assistance please use the help link on the top right of the page.

E-mail Password

[Forgot Password?](#)

From within the form, they can **Save and Finish Later**

At the point that they wish to return to the form they should use this link which takes them to their own account:

<https://www.grantrequest.co.uk/AccountManager.aspx?sid=119>

They will see the same landing page as above, but this time they can just enter their login details

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For assistance please use the help link on the top right of the page.

E-mail	<input type="text" value="searlesj@buzzacott.co.uk"/>	Password	<input type="password" value="*****"/>
	<input type="button" value="Create Account"/>	Forgot Password?	
	<input type="button" value="Login"/>		

Once they have successfully logged in, they will land on the page which details all "In Progress" Applications (those which have been started but not yet submitted):



Account: searlesj@buzzacott.co.uk | Change E-mail/Password
 Last Log in: 24/10/2018 15:18 GMT01:00

Applications

On this page you will find you **"In Progress"** applications which you can select and work on to complete.

If you have applied previously using this portal, then any submitted applications can be seen by choosing **"Submitted"** dropdown box on the right side of the page.

Show

Application Name	Project Title	Requested	ID	Last
Voluntary and Community Sector Funding	24		20177	24/1
Voluntary and Community Sector Funding			20127	19/1

This means they can start the form from fresh for different funding streams at any point and start simultaneous application forms, as necessary.

Applicants may also change the drop down box on the right hand side to show all applications that have been submitted:

With the Support for Children living with Domestic Violence, is there an expectation that the agency will work with abusers, or just with the non-abusive adult and the children?

There's no expectation for the successful agency to work with perpetrators but, if an agency wants to work with them, that should be included in the application.

<p>The strategic equalities funding was proposed as distinct grants for each area currently funded having a specific amount, but the final on line prospectus has just one figure. Am I right in assuming we can each bid for a proportion of this grant, and the council is not requiring one joint bid for this grant?</p>	<p>The Council is not expecting a joint bid for the amount shown in the Grants Prospectus but organisations are advised to show how they are, or how they are working towards, working in collaboration with other Strategic Equality organisations. Each organisation can apply for a proportion of the baseline amount.</p> <p>As will all streams, we welcome single or joint bids for all or part of a stream.</p>
<p>Can you please shed light why a question pertaining to TUPE Regulations is contained in your grant application?</p>	<p>The VCS Grants funding funds services across Children’s Services, Health and Adults, Community Safety and Housing. If the existing providers who run these services do not bid or are unsuccessful in their bid application in the next round, it could affect a number of staff roles from the existing provider, that <i>may</i> need to be transferred to any new provider.</p> <p>If a different service provider were to be successful, the new organisation will need to consider the costs that may be applicable in regards to taking on staff from the organisation they are taking over from. This is a significant area of employment law, which we want to ensure providers are aware of, and prepared for.</p>
<p>Referees: Who can and can’t be a referee?</p>	<p>The purpose of referees is for us to get a sense of the quality of your provision.</p> <p>This could be from:</p> <ul style="list-style-type: none"> • A funder • A service user • A group / organisation user • A partnership • Someone who refers to you <p>Two different kinds of referee would provide us with the best evidence/illustration of the quality of your service. Two referees from service users, however, would not provide us with sufficiently robust evidence of your governance or financial management.</p> <p>Phone calls with funding organisations will not be permissible.</p>

<p>Referees section of the application form.</p>	<p>In the referees section of the application form, if your referee(s) do not provide funding to your organisation, please put N/A or 0 in the relevant fields.</p> <ul style="list-style-type: none"> • Funding description • Funding date and period • Value
<p>When the council indicates that it wants a business plan/strategic plan, is this referring to one for the whole organisation or in relation to this particular contract?</p>	<p>The Business/Strategic Plan we are looking for is the one for your organisation as a whole. However, with regard to any Exit Strategy, we want to know broadly that you know what closing a funding stream down at the end of 4 years looks like.</p>
<p>With respect to partnership bids, as the lead agency for a bid, how do I enable partners to log onto the specific application to be able to complete the 'Organisation and Contact' and 'Legal Status' segments of the application?</p>	<p>All organisations will need to log-in themselves as an individual organisations, with their own email/password, to complete the relevant parts of the application form. But as per the guidance, they do not need to complete certain elements, e.g. the supporting statement and project budget. They can access the website by clicking on the link where it says "Apply Now": https://www.royalgreenwich.gov.uk/info/200164/about_the_royal_borough/1508/how_the_royal_borough_supports_voluntary_and_community_groups/2</p>
<p>What is the Royal Borough's legitimate reason for requesting the personal information of every committee member (especially as no other major funder asks for the personal contact information of all committee members)?</p> <p>For how long will the information be stored -</p> <p>i) In the event that the application is unsuccessful?</p>	<p>Answers to these questions be found in the Privacy Statement for the VCS, which can be found on the VCS Grants Funding pages of the RBG website. https://www.royalgreenwich.gov.uk/info/200164/about_the_royal_borough/1508/how_the_royal_borough_supports_voluntary_and_community_groups/2</p> <p>If one, or more committee members, decline to give permission for you to share their personal data with us, this will be considered on a case-by-case basis.</p>

<p>ii) In the event that the application is successful and, following commencement of the service, the committee member ceases to have that role? And,</p> <p>iii) Following the completion of the commissioned work, for those committee members that are still serving on the committee?</p> <ul style="list-style-type: none"> - Who will have access to the personal data, for what purpose will it be used? - Are you able to provide an authorised statement, on behalf of Royal Borough of Greenwich, declaring that the personal data will not be shared with any third party without the informed and express consent of the data subject (including contact details for your data manager, should any committee member need to raise concerns that their personal data has been disclosed without legitimate reason)? - What will be the ramifications for our applications if any one, or more, committee members declines to give permission for me to share their personal data with you? 	
<p>Information from Children’s Services for applicants</p>	<p>Organisations that are shortlisted for the; Universal Youth Support: Area based projects to tackle youth violence and borough wide thematic positive activity projects funding stream, will be required to submit a short (maximum 5 minute) video to support their proposal. This short film should be aimed at young people.</p>

<p>Universal Youth Support: Area based projects to tackle youth violence and borough wide thematic positive activity projects</p> <p>Guidance for Interview Stage</p>	<p>Feedback from young people will be taken into consideration as part of the assessment process.</p> <p>The film should be uploaded to Vimeo (www.vimeo.com) and the link and password shared with us by the 30th November 2018, 5pm.</p> <p>If you have any questions, please email the VCS Grants team on: VCS-grants@royalgreenwich.gov.uk</p>
<p>If you are doing multiple applications, please use this link to start a new application form.</p>	<p>https://www.royalgreenwich.gov.uk/info/200164/about_the_royal_borough/1508/how_the_royal_borough_supports_voluntary_and_community_groups/2</p>