

Community Innovation Grants 2022

Frequently Asked Questions

Theme	Question	Answer
Application support	How do I get support for writing my bid or if I have questions?	<p>Further information/questions contact: community-champions@royalgreenwich.gov.uk</p> <p>Support with bid writing/finding a sponsor if you have an annual turnover of £75,000 or less contact Rachel.Akindele@royalgreenwich.gov.uk.</p> <p><u>Alternatively voluntary sector support is available via GAVS: Naomi.Goldberg@metrocharity.org.uk</u></p> <p>Final Q&A zoom session: When: Tuesday February 15th, 6-7pm Please register in advance for this meeting: https://us02web.zoom.us/j/8448111770</p> <p><u>Audio recording of the first zoom information session is also available. Please email community-champions@royalgreenwich.gov.uk to request</u></p>
The role of a sponsor	How does having a sponsor work?	<p>Example from Gilles Cabon from Greenwich Inclusion Project (GrIP):</p> <ul style="list-style-type: none"> - GrIP has acted as a sponsor for previous rounds of community funding. - GrIP would have an initial conversation and check the idea meets the requirements of the funding round. - GrIP worked with some groups on their application e.g. helping to draft it from the beginning or helping with proof reading. - Once decision was made, GrIP looked after the funds and set up a mechanism for projects to draw on these funds (projects would need to provide adequate receipts/invoices etc). - GrIP also acted as a listening ear (if people were stuck, needed resources, weren't sure how to deliver what they wanted to deliver etc). Keep in regular contact with projects. For example, GrIP made an arrangement with a local printing company for projects to print their publicity materials at a reduced rate. - Sponsor role is about ensuring project was as effective as possible. - Sponsor id there as a friend after the formality of the funding.

Who needs a sponsor?	If the group has bank account and policies, do they need a sponsor?	A group does not need a sponsor as long as they are registered with Companies House or the Charity Commission.
Who needs a sponsor?	If you apply as a partnership and one partner is constituted, do you also need a sponsor?	If one of the partners on your project is a constituted organisation, you won't need a sponsor.
Finding a sponsor	Smaller groups will find it difficult to get sponsors. Will you help identify sponsors for them to approach? Will sponsors take account of the work small groups are doing?	<p>We can support you in finding a suitable sponsor. Please approach one of the sponsors who introduced themselves in the information session or email community-champions@royalgreenwich.gov.uk for assistance.</p> <ul style="list-style-type: none"> • GRIP is more than happy to be a sponsor to any groups looking for support (Gilles.cabon@griproject.org.uk). • Global Fusion Music & Arts are happy to sponsor - info@globalfusionarts.co.uk - 02088589497. • Fresh Chances is happy to sponsor a very small group - freshchances@yahoo.com. • Greenwich Leisure Limited are keen to sponsor/partner up - tony.brown@gll.org. <p>We also encourage other local organisations to consider being a sponsor for the first time. A number of organisations are also interested in forming a partnership.</p>
Finding a sponsor	If we don't use one of the sponsors mentioned here, what type of organisations are appropriate? Do they need to be related to our work?	<p>Sponsors will ideally be Greenwich-based. You might choose to work with someone in a related field, or you might prefer to have an organisation that is more independent from your work.</p> <p>As long as the applicant is Greenwich based, then it might be possible for the sponsor to be outside of the borough.</p> <p>We are also actively encouraging partnership bids, where all organisations in the partnership play an active role in the project.</p>
What can be funded?	Are you funding operational costs through this funding? Can we have some clarification around funding existing activity?	<p>We can't retrospectively fund any activity that has been delivered before you receive this funding.</p> <p>Your activity could be something that you have delivered before but doesn't have ongoing funding.</p> <p>We can't double fund something which is already paid for through another funding source.</p>

<p>What can be funded?</p>	<p>Does the fact that our participants pay a weekly fee of £5 (but nobody is excluded if they cannot pay) exclude my organisation from applying?</p>	<p>We want this funding to fund free activities for residents, so we are not able to fund any projects that charge for participation.</p> <p>Your project must be free to join. If participants wanted to continue to be part of the project once funding has ended, it is fine to then charge participants if you wish.</p>
<p>What can be funded?</p>	<p>Is there extra funding considered for access requirements? e.g. British Sign Language interpreters</p>	<p>Projects need to consider how to make their activities or services more accessible and inclusive for the communities they are trying to reach.</p> <p>Making an activity accessible will take many forms but should be core to delivery.</p> <p>There will be access needs specific to different communities, including language and communication needs, physical access needs, neuro-diversity and cultural diversity needs, gender-based needs, amongst others.</p> <p>Bids need to work within the budget limits, and the opportunity also exists for partnership bids.</p> <p>We are asking for detail on budgets, so it will be clear what the money goes on.</p> <p>The guides below may be a helpful resource when designing and delivering accessible and inclusive activities</p> <p>Equality Human Rights – Engaging with disabled people: event planning guide</p> <p>Sport England – Inclusion and accessibility guidance</p>
<p>Partnership bids</p>	<p>If constituted organisations put in a bid together, should all partners' due diligence documents be submitted, or just one of them?</p>	<p>In this scenario we would require the partner organisations to agree who the lead organisation is for the project for liability reasons. It will therefore be the lead partner's organisations policies that will need to be followed and the project funds will also be transferred to them. Therefore, we will require the lead organisation to submit their due diligence documents as part of the application.</p> <p>If you are an individual or un-constituted group applying you will need to submit your sponsor's or partner organisation's due diligence documents.</p>
<p>Funding limit</p>	<p>How much can a new Community Interest Company apply for?</p>	<p>Individual organisations can apply for up to £5,000. Partnerships delivering a project together can apply for</p>

		up to £10,000 (2 groups) or up to £15,000 (3 groups). £15,000 is the upper limit.
Funding limit	If applying as two or three organisations as a joint bid, does the funding have to be split equally? e.g. (£5K) per organisation?	No, not equally, although you will need to explain what role each partner has as part of the project and rationale for how you plan to split the funding.
Application limit	How many projects can an individual, organisation or sponsor organisation apply for?	An individual/individual organisation can apply once on its own and once as part of a partnership. A sponsor can sponsor one or multiple projects. A sponsor organisation can apply to deliver its own project idea (on its own or in partnership) as well as sponsoring projects.
Application form	Is there a hard copy of the application form?	All the info required including the link to the online form and a pdf containing the application form information and questions can be found here https://www.royalgreenwich.gov.uk/communityinnovationgrants under 'download useful documents'. We will also add details of the further Q&A zoom sessions and FAQs on this webpage as soon as possible. You can also direct questions to community-champions@royalgreenwich.gov.uk .
Application form	I'm dyslexic and would welcome support with filling out the form.	You can approach Naomi Goldberg (naomi.goldberg@metrocharity.org.uk) or Rachel Akindele (Rachel.Akindele@royalgreenwich.gov.uk) for support with completing your application form. Please note that you would probably need to approach Naomi and Rachel in good time (i.e. at least a week ahead of the deadline).
Application process	Will there be a Zoom video pitch where applicants need to present their project idea to an audience/panel?	No, the only application stage is a written application that will be assessed through a panel scoring process.
Application process	Who will be on the scoring panel? Will this include people from BAME organisations who understand the needs of the BAME community?	We are still working out who will be on the panel but it will likely be a mix of Council Public Health team, Communities team and local NHS team members. It is likely that Councillor Khaireh will make the final decision on the panel members. We will publish this information on our website when confirmed.

Application process	Is there going to be some kind of prioritisation for groups that haven't received funding before, for example BAME grassroots groups? Is their recognition that groups new to funding are unfamiliar with language, processes etc.?	<p>We are trying to make it as easy as possible for small/new groups to apply and we have learnt from a previous round of funding last year.</p> <p>We have tried to make the application form as simple as possible and we will recognise that some applicants are new to funding applications. We are signposting people to application support and wider support through RBG and METROGAVS.</p> <p>In evaluation, we are looking at the communities and people who would be supported through the project. We are looking for a range of different types of projects/groups to be funded.</p> <p>If necessary, projects will be given the chance to clarify things in their application form to allow applicants the best chance to tell us about their project.</p>
Project focus	Does a project need to meet both criterion 1 and criterion 2?	You can apply for a project that meets one criteria or both criteria.
Project focus	The criteria mention mental health, however I think that it is difficult to disconnect physical health and mental health. Would this be a problem?	We understand that mental health and physical health are closely linked. This would be a welcome part of your proposed bid.
Publicity	How would the activity be marketed and publicised, so people know it exists? Does Royal Greenwich help with publicity or would I need to market my project myself?	<p>We would be looking to projects to do their own marketing. We have connections, for example with community centres, so can support to a limited extent.</p> <p>We would suggest you include printing/communications costs in your proposed budget and think about social media etc.</p> <p>With previous funded projects, groups have banded together to amplify their messages. We can support groups who get funding to link up with other projects in their area or doing similar things – informal networking will hopefully emerge.</p> <p>Local Neighbourhood Champion Delivery Teams and Greenwich Community Champions can also help to promote through their digital and face to face networks.</p>
Evaluation	Most work done at grassroots level is quite hidden and service users might not want to be identified	We would not want to know details of any individuals, only aggregate numbers. We would want to understand how this programme has worked, the total number of people supported, the types of activities

	due to trust issues etc. How will data be collected and used in terms of project evaluation? Will service users need to be known?	delivered, feedback about how aims have been met, learning from the project etc.
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