Response, Recovery and Resilience Fund
Programme Guidelines

Organisations can apply for grants between £1,000 and £5,000. The fund's primary focus is providing immediate funding support to constituted community groups and registered charities responding to the coronavirus pandemic by providing the following:

- support for the ongoing needs of vulnerable people to ensure their health and wellbeing is maintained
- support to groups and activities supporting vulnerable people self-isolating (the elderly, people with pre-existing medical conditions etc.)
- support for foodbanks and organisations working to combat hardship caused by the pandemic including child hunger
- support to aid community response coordination
- support for volunteer costs for new and existing organisations
- additional costs of working remotely and adapting services delivered in the wider community
- additional financial support as required for organisations providing emotional support, mental health and bereavement support

Please note: organisations seeking funding to assist with loss of income or support ongoing salary costs please visit the SCVO website for details on the [Third Sector Resilience Fund](), [Wellbeing Fund]() and [Supporting Communities Fund.]()

As part of our online application process, we require organisations to **upload an electronic copy** of their governing document, most recent set of accounts, safeguarding policy (if applicable) and a recent bank statement. Our offices are closed for the time being, and we cannot receive mail – so please **do not post** any supporting documents. If you don't have a scanner you can download a PDF scanner app onto your smart phone; this uses the camera function to scan the document and convert it into a PDF for email.

Examples of how funds might be used:

- mobile phone credit for a youth service provider to give to vulnerable young people so they can stay in touch
- supermarket vouchers for foodbanks to hand out in place of goods as their stock becomes limited
- additional cash to allow a community run shop to purchase extra stock so they can remain open or add a delivery service
- funding to ensure that organisations have the right devices to support remote working to keep their operation going and deliver services online or via phone
- support to allow organisations to change their approach e.g. purchasing equipment or software to allow digital delivery

IMPORTANT PLEASE READ:

- You will need to consider the eligibility criteria carefully **before** completing the online application form to ensure your organisation and project are eligible to apply.
- To ensure your application is processed without delay, you must ensure all the required supporting documents are uploaded (do not post them). If you have trouble uploading the documents, then please email grants@foundationscotland.org.uk.
- We will not process your application until all the supporting documents have been uploaded.

Eligibility Criteria:

- Only **constituted** groups, with a governing document, can apply
- A bank account must be set up in the name of the group
- There must be **at least 3 unrelated members** on your management committee
- There must be **at least 2 unrelated** cheque signatories
- Committee meetings must have a **quorum of at least 3 unrelated** members present

This programme DOES NOT support the following:

- Individuals
- Private organisations operated as a business to make profit
- Statutory organisations
- Costs already incurred or activities which will take place before we have made a decision on funding (retrospective funding)
- General fundraising appeals or activities
- Projects which are for the advancement of religion or politics (however, we can accept applications from faith groups where there is clear benefit for the wider community irrespective of religious beliefs)
- Projects which do not benefit people in Scotland
- Projects aimed exclusively at animal, wildlife and conservation related charities or projects

IMPORTANT: Supporting Documents required:

- A copy of your constitution / governing document
- A copy of your most recent annual accounts which must be **signed** by the independent examiner
- **New groups**, which haven't completed their first year's accounts yet, must provide a **projection** of income and expenditure for the first year of operation.
- A copy of your most official recent bank statement showing the bank, your group name as the account holder, the account number and sort code.
- Children / Vulnerable Adults Policy if applicable

What happens next:

In the first instance, we will check your application is in order and has been submitted with the necessary information.

IMPORTANT NOTE: We will **NOT** contact you if you do not submit all the required information

and supporting documents we have requested in order to process your application, so please consider the checklist above carefully to ensure everything is in order **BEFORE** submitting your application and documents.

An assessor may contact you to arrange a short telephone conversation to learn more about your project and request for funding.

You will be informed of the outcome of your application by email.

If you have any questions about your application please contact the Grant Programmes Administrator on 0141 341 4960 or email **grants@foundationscotland.org.uk**