



Wessex Water is committed to supporting the communities it serves. Wessex Water helps local people and the environment in a range of ways, one of which is the Wessex Water Community Fund grant programme. These grants are for activities that support community cohesion in the West of England.

What is Quartet Community Foundation?

Quartet Community Foundation manages funding on behalf of individuals, companies, charitable trusts and statutory agencies. This enables us to make grants to charitable groups in the West of England. We have many grant programmes to which groups can apply, the Wessex Water Community Fund is one.

Before applying.

Please read these guidelines carefully and read the '[Before Applying \(Essential Information\)](#)' section on our website.

What can you apply for?

This grant programme supports activities that foster community cohesion across the West of England. To be eligible for a grant from the Wessex Water Community Fund your activity **must demonstrate that you are working to support community cohesion and bring communities together.**

Priority will be given to projects that:

- Are based in areas of financial deprivation or rural isolation
- Also raise awareness of the benefits of drinking water for healthy living or highlight issues around water saving.

Who can apply?

Wessex Water Community Fund grants are targeted at organisations with charitable aims where a small amount of money can make a significant difference. Applicants must be based and working in the West of England, which includes Bath & North-East Somerset, Bristol, North Somerset and South Gloucestershire.

There are no limits to the size of organisation which may apply for a Wessex Water Community Fund grant, but priority will be given to groups with an annual turnover of less than £100,000 in an average year. If an applicant organisation has more than 8 months of its annual expenditure in unrestricted reserves then its application will be considered a lower priority for funding. If your organisation is holding significant financial reserves you will need to make it clear why these reserves cannot be used to cover the cost of the activity.

How much do we award?

The maximum amount awarded from the Wessex Water Community Fund grant programme is £1,500.

Examples of grants/projects

- A day-long community festival providing health and well-being activities for local residents
- Projects fostering cross-cultural understanding and integration, for example through cooking classes or food-sharing events
- Set up costs for a new family community fun day in a rural or disadvantaged area with no history of similar events
- Inclusive activities that tackle social isolation among, for example, people who are socially isolated due to age, disability or cultural background
- Community befriending, volunteering or mentoring schemes
- Running costs of a community garden in a disadvantaged urban area.

What we don't fund

- Individuals
- General appeals
- The direct replacement of statutory funding
- Political groups or activities promoting political beliefs
- Religious groups promoting religious beliefs
- Animal welfare
- Arts projects with no community or charitable element
- Sports projects with no community or charitable element
- Medical research, equipment or treatment
- Projects that take place before an application can be processed
- Activities that raise funds for other organisations

How to apply

You will need to complete an application form. You can apply online at www.quartetcf.org.uk. Alternatively, you can request an application by post by contacting our office. As well as the completed application form, you will also need to provide the following:

- A constitution/governing document/set of rules that sets out the purpose of your organisation and how it is managed.
- The contact details of at least 3 members of your management committee/board of trustees/board of directors.
- Evidence of a bank account in the name of the organisation. The bank account must have at least 2 signatories. Alternatively, if you belong to a small organisation that does not have a bank account another charitable organisation can look after the funds for you, but you must provide written authorisation from the organisation that will do this.
- A copy of your most recent annual accounts or financial records that show your organisation's balance of funds, income and expenditure. If you do not have financial records that cover a full year, then you will need to provide the records you currently have.
- A safeguarding policy if your organisation works directly with children or vulnerable adults.
- The contact details of a referee. The referee should know the work of the applicant organisation in a professional capacity but not be directly involved in this work.

What will happen next?

Once we have received your application (including all supporting documents) it will be assessed by a member of staff. They may contact you for further information or to arrange to meet to discuss the application in more detail. The application will then go to a panel for a decision. You will be notified of the outcome within 6 - 8 weeks of the application submission closing date.

Monitoring

At an appropriate time, usually six months, after the grant has been paid we will send you a grant monitoring report form. This form asks for details of how the grant was spent and what was achieved. In addition, a member of staff or trustee may contact you to arrange a visit to find out more.

Publicity and PR

Quartet Community Foundation and Wessex Water may wish to publicise the grant made to your project. Details of Quartet's policies are available on the ['Before Applying \(Essential Information\)'](#) section of our website.

Protecting your data

The personal information collected via the application form is collected to solicit and process applications for grants from Quartet. All information is collected in accordance with the Data Protection Act 1998 (DPA), and the General Data Protection Regulations 2018 (GDPA). By completing an application form, you are giving consent for the information to be collected. Information is kept on our secure Customer Relationship Management database; and will be disclosed to grant

panel members and donors. We publish data on grant recipients, but we anonymise details for any individual grantees. If you feel that any other information about your application or project should not be made publicly available, please contact us to discuss this.

Please refer to our Privacy Policy at <http://quartetcf.org.uk/privacy-policy/>

If you need more information or wish to discuss your application before you apply, please contact:

The Philanthropy Team - 0117 989 7700 - applications@quartetcf.org.uk

Royal Oak House, Royal Oak Avenue, Bristol BS1 4GB.