

What is the Surviving Winter Grant Programme?

The Surviving Winter Fund has been created through the generosity of local people who have donated their Winter Fuel Payment or made a donation to help elderly people in the West of England during the winter.

The Fund aims to support older and vulnerable people who struggle during the Winter with fuel poverty, loneliness and isolation, challenges highlighted and exacerbated by the coronavirus pandemic.

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 Surviving Winter Grant Programme 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?

To be eligible for a grant from the Surviving Winter Grant Programme, Applicants must be based and working in Bristol, Bath & North-East Somerset, North Somerset or South Gloucestershire.

Your work/activity must benefit older people who are disadvantaged. The beneficiaries may be disadvantaged due to poverty, ill health, disability, location or culture. The work/activity should reflect the concerns and priorities of the target beneficiaries and fit well with existing community provision.

We are particularly interested in supporting projects which respond to the challenges caused by the pandemic and being faced by older and vulnerable people this winter. Projects which:-

- Address the immediate needs of older people in crisis fuel poverty (those older people likely to struggle to afford to heat their home adequately).
- Provide advice/ information to prevent older people from experiencing problems with crisis fuel poverty.
- Prevent older people from becoming isolated during the winter months and support older people's wellbeing and promote social cohesion. This may include projects addressing the digital exclusion of older people.
- Address the specific challenges facing older people in our more rural areas.
- And ensure that lifeline activities continue or increase during the winter months (for example, provision of a warm meal).

Who can apply?

Surviving Winter Grants are targeted at organisations with charitable aims. There are no limits to the size of organisation which may apply for a Grant. However, 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.

Organisations can apply to support older and vulnerable people who struggle during the Winter with fuel poverty, loneliness and isolation. Priority will be given to projects supporting people aged 60 and over. Whilst organisations can apply for grants towards regular services, we are particularly interested in supporting activities that you undertake specifically to help elderly people cope during the winter.

How much do we award?

The maximum amount awarded is £3,000.

When can you apply?

Due to the timing of donations into the Surviving Winter Fund, Organisations should contact Quartet on applications@quartetcf.org.uk or call 0117 989 7700 to discuss their potential project with a member of the Philanthropy team.

Examples of previous Surviving Winter grants.

- £2,000 To provide additional support including more telephone support to older carers during this time of social-isolation linked to Covid 19.
- £2,000 For the delivery of free financial information and advice to older people, enabling them to escape fuel poverty through increased income, lower energy costs and being more energy efficient.
- £2,000 To provide grants to older people who are experiencing immediate fuel poverty.
- £2,000 To support older and vulnerable members of the community that used to attend the group's clubs by setting up a call rota where staff can ring and chat.

What we don't fund

- Individuals
- General appeals
- The direct replacement of statutory funding
- Political groups or activities promoting political beliefs
- Activities 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

Please note that vehicles, conferences and exhibitions are usually given a low priority. General requests for contributions towards the core running costs of an organisation that are not related to a specific project, e.g. staff salaries, premises, core services, are also usually given a low priority. However, the applicant organisation's circumstances will be taken into consideration when we assess an application.

How to apply

You will need to complete an application form. You can apply online at www.quartetcf.org.uk.

Alternatively, you can request a paper application 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 should be notified of the outcome within 6-8 weeks.

Monitoring and evaluation

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.

How we collect and hold 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 (GDPR)*. By completing an application form, you are giving consent for the information to be collected and for Quartet to communicate with you/your organisation. We hold all personal information on our *secure Customer Relationship Management database*; grant related information is disclosed to grant panel members and to donors. We publish lists of grants awarded, and we use data in our publicity, but we anonymise details of 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/>

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