

Community Resilience Fund 2022

Application guidance

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This guidance document aims to support your application for the Community Resilience Fund (CRF). The application form should be completed and emailed to commissioning@gambleaware.org, along with the supporting documents listed on page 11 of the application form and a completed budget sheet.

Section A: Community Resilience Fund

Community Resilience Fund: Call for proposals

Applications open: Thursday 30 June 2022

Applications close: Monday 8 August 2022 (12 noon)

The opportunity

The Community Resilience Fund (CRF) will be open to all community-based organisations who are **not** currently funded by GambleAware.

The main aim of the CRF is to provide short-term funding to address inequalities experienced by disadvantaged communities across Great Britain, which have been exacerbated by the cost-of-living crisis. The CRF aims to provide funding to enable organisations to support their communities, recognising that the current cost-of-living crisis will be exacerbating gambling harms and risk of experiencing gambling harms for many people.

Eligibility for the CRF is as follows:

Organisations must meet all six of the criteria to be eligible for funding:

1	The impact of the activity and any direct delivery of services is in England, Scotland and/or Wales. <i>This is in line with GambleAware's organisational remit.</i>
2	The activities will not include evangelising or proselytising (preaching, spreading, or attempting to convert people to one's own belief or religious views). <i>This is in line with our responsibilities as a registered charity.</i>
3	Your organisation does not adopt a partisan political stance or activities which are party political. <i>This is in line with our responsibilities as a registered charity.</i>
4	You are an incorporated organisation with a board of trustees or directors (ideally three unrelated people). <i>If this does not currently apply, please provide some supplementary information about your governance arrangements.</i>
5	You have not requested more than 50% of your previous year's turnover. <i>The intention is to ensure we are funding organisations with strong financial management experience. If you do not meet the 50% threshold, please get in touch with the team.</i>
6	Activities must be in line with GambleAware's charitable objectives. <i>This is in line with our responsibilities as a registered charity.</i>

Applications must also address the following:

- Applications should ideally demonstrate that the organisation applying have experience or knowledge of gambling harms, **or** experience and knowledge in an adjacent field such as health inequalities, addictions, and mental health.
- Applications must outline how disadvantaged communities will be supported in relation to gambling harms and associated inequalities.
- Applications must demonstrate how inequalities will be addressed through the CRF and how the cost-of-living crisis has exacerbated these.
- Applications must evidence the challenges within the community that need to be addressed/solved and explain how this will be achieved.
- Applications should outline any partnerships within the local system (gambling and non-gambling specific) and any plans to develop working with other local organisations within the area.

Funding may be used, for example, to:

- Develop or accelerate an existing service/project.
- Work with a new community.
- Support innovation.
- Develop or strengthen a new partnership within the community/local area.

Outcomes

GambleAware are keen to monitor and evaluate innovative projects and generate learning from these to inform future services and contribute to the wider body of evidence informing GambleAware's commissioning decisions and national policy.

The overall outcome of this work is **supporting communities to address gambling harms in light of the cost-of-living crisis**; however, due to the nature of this fund, projects will have varied outcomes based on how the funding is used. Once funding has been allocated, we will work with successful applicants to identify service specific outcomes and implement monitoring procedures. Successful applicants must therefore be willing to engage with monitoring and evaluation activities.

Applications open: Thursday 30 June

Applications close: Monday 8 August (12 noon)

Funding available

We are looking to fund a range of community-based organisations with a grant of up to £100,000 available for the period of 12 months. **Please note** organisations can only submit one application to the CRF.

Organisations can submit an application for any amount of funding up to £100,000 depending on project need and size of organisation. **Please note** as per the eligibility criteria, organisations should not apply for more than 50% of their previous year's income.

As part of the application process a budget form needs to be completed outlining the individual costs being applied for.

Timescales

Applications will be reviewed and applicants will be notified if they have been successful on **w/c 5 September**. We will be holding a Q&A session via Zoom on **Wednesday 13 July, 1pm—2pm**, to answer questions and provide support during the application window. If you are interested in taking part, please register [here](#). You will have the opportunity to send questions in advance and during the session.

Submission of completed forms

The application form can be found [here](#). Completed forms should be submitted to commissioning@gambleaware.org by **12 noon on Monday 8 August**. The following documents will need to be attached to your application:

- [A completed budget form](#)
- Constitution or Memorandum and Articles of Association
- Most recent set of audited accounts (or a cashflow if you don't have this)

You may also attach, if needed:

- Diagrams or tables to support your answer to section 3.1

Please do not include any documents that have not been requested.

About GambleAware

GambleAware is an independent charity that commissions evidence-informed prevention and treatment services in partnership with the NHS, public health agencies, local authorities, the voluntary sector, and other expert organisations and agencies, across Great Britain.

GambleAware recognises the importance of evaluating the impact of our commissioned projects, alongside the mechanisms influencing the outcomes resulting from these. We are committed to building evidence of 'what works for whom' to support and inform our commissioning, as well as generating knowledge to contribute to the wider body of evidence, and national policy.

The central aim of GambleAware's purpose and vision is to achieve effective prevention of gambling harms, and access to treatment and support. GambleAware's [Organisational Strategy](#), published in April 2021, outlines our priorities and objectives to guide our work towards our vision of a society where everyone is safe from gambling harms.

Section B: Application guidance

1. Eligibility

All eligibility criteria should be ticked. If you are unclear whether the eligibility criteria relate to your organisation or project, please contact commissioning@gambleaware.org before you complete the application.

1.1	The impact of the activity and any direct delivery of services is in England, Scotland, and/or Wales. <i>This is in line with GambleAware’s organisational remit.</i>
1.2	The activities will not include evangelising or proselytising (preaching, spreading, or attempting to convert people to one’s own belief or religious views). <i>This is in line with our responsibilities as a registered charity.</i>
1.3	Your organisation does not adopt a partisan political stance or activities which are party political. <i>This is in line with our responsibilities as a registered charity.</i>
1.4	You are an incorporated organisation with a board of trustees or directors (ideally three unrelated people). <i>If this does not currently apply, please provide some supplementary information about your governance arrangements.</i>
1.5	You have not requested more than 50% of your previous year’s turnover. <i>Our intention is to ensure we are funding organisations with strong financial management experience. If you do not meet the 50% threshold, please get in touch with the team.</i>
1.6	Activities must be in line with GambleAware’s charitable objectives. <i>This is in line with our responsibilities as a registered charity. Please see section 2.5 for a full list of GambleAware’s charitable objectives.</i>

2. The proposal

2.1 Title of your project.
<i>Please keep this short; ideally this should help to describe the project.</i>
2.2 Is this project new or are you continuing/expanding something existing that has worked well previously?
<i>Please indicate “new” or “existing”.</i>
2.3. Please provide a brief description of the proposed project (300 words).
<i>This is your chance to introduce the project. Please give an overview about what it will involve, who it will work with, and what type of change it will achieve.</i>
2.4 Please describe the need for the project, including reference to the current cost-of-living crisis. Please include any supporting statistics from any local or national research or from your own evidence (500 words).
<i>The driver for the work should be about the needs within the community and the inequities they experience. In this section, you should also reference how the cost-of-living crisis has exacerbated inequalities. You might have statistics and facts from research or other sources, or you might have your own data and case studies you can also reference here.</i>

2.5 How does your project meet GambleAware's charitable objectives? (300 words)

Demonstrate which of GambleAware's charitable objectives the project will be meeting. Just a few sentences for each objective met will suffice.

GambleAware's charitable objectives are:

- *CO1: developing awareness and understanding of gambling harms.*
- *CO2: increasing access to services and reduce gambling harm inequalities.*
- *CO3: building capacity among health and community services to respond better to gambling harms.*
- *CO4 improving the coherence, accessibility, diversity, and effectiveness of the National Gambling Treatment Service.*

2.6 People benefitting

	Who is included in this figure? (50 words)	Total number of people
Communities of people benefitting	<i>Please use this space to give some detail on the communities of people benefitting from your work/service/project.</i>	<i>e.g. 35</i>

3. The approach

3.1 What activities will specifically be involved in the delivery of the project? (500 words)

Please set out exactly what the project will involve, outlining specific activities or sessions. You may use diagrams or tables within this section if that makes it easier.

3.2 Why do you think this approach will be effective? (300 words)

An insight into your rationale about why your proposed project is the right way forward. This might be based on your understanding of the needs and consultation you have done, but also because you may have experience delivering similar work. We are keen to support learning organisations, so we are interested to know how you learn and iterate as projects develop.

3.3 Who will be involved in delivering the activities and what will they do? (300 words)

Please provide an overview of internal and external staff that will be involved in delivering the project and some information about what their role will involve.

3.4 Were people with lived experience involved in developing this work? And, if so, how? (300 words)

Involving people with lived experience is a priority for GambleAware. Please tell us how you went about this and what you learnt. You can also include the lived experience of anyone affected by gambling harm (including friends and family members).

3.5 Please outline how you intend to collaborate within and across the system to achieve joined up care for individuals. We're particularly interested to hear about any plans to work/integrate with the National Gambling Treatment Service (NGTS). (300 words)

This fund aims to build the evidence base about systems-based working and how well gambling support is embedded within local areas. We are interested to know if you collaborate with any other services or organisations and if you have worked with or plan to work with the NGTS.

4. Monitoring, evaluation, and learning

4.1 Please indicate whether you are willing and able to engage with GambleAware to identify and monitor project outcomes.

You will be asked to develop indicators and tools to measure the specific change you have agreed to work against, GambleAware will support with this, so please indicate "yes" or "no".

5. Finances

5.1 How much funding are you requesting?

You may request funding up to £100,000. Please ensure that this is in line with the eligibility criteria.

Please complete the **budget form** and attach alongside your application.

Please take the time to complete this form carefully as it will be a key part of your application:

- *In row 4 please add the lead organisation's name.*
- *Complete the sections in white on the budget, avoiding editing any boxes in grey.*
- *Add extra rows where necessary.*
- *Complete columns D based on project year, not financial year.*
- *Ensure column E adds up correctly.*
- *Add notes in column F for anything which requires more explanation.*
- *For staff members, where possible please ensure you are paying in line with the Living wage, and adding annual increments <https://www.livingwage.org.uk/calculation>*

5.2 In the table below, please provide your current assets and current liabilities balances for the most recent 3 months.

	Month 1	Month 2	Month 3
Current assets			
Current liabilities			

If you do not have these figures, please add a line of explanation in the box provided.

6. Organisation details

6.1 Your organisation	
What is the purpose of your organisation and why is your organisation well placed to carry out this work? (300 words)	
<i>Please give a short overview or elevator pitch about your organisation's work.</i>	
Date your organisation was established	
Legal status	
Registration body	
Registration number (if applicable)	
Is your organisation affiliated with any other organisation?	Yes No
Affiliated organisation name(s) and how they are linked	<i>If you answered "yes" above, please include any other organisations you own/that own your organisation.</i>
How many people work at your organisation?	
Paid staff (full-time equivalent)	
Part-time paid staff	
Sessional paid staff	
Volunteers (full-time equivalent)	

6.2. Your organisation's finances				
Please provide the following figures for the organisation's most recent full financial year, and the previous year				
Year	Income	Expenditure	Total reserves	Unrestricted reserves

Please add further lines as necessary.

If you do not have these figures, please add a line of explanation in the box provided.

6.3. Accounts verification	
Details of the accountant/auditor who verified your most recent accounts.	
First name	
Last name	
Accountancy/audit firm	
Address 1	
Address 2	
Address 3	
Town/city	
Postcode	
Telephone number	
Email address	
Relevant professional body and qualification	
Qualification number	
Is membership current?	Yes No

Please add a line of explanation if your accounts were not verified.

6.4. Board/committee member details (if applicable)		
First name	Last name	Role and experience

Please add extra lines if necessary.

6.5 Supporting documents	
Do you have a safeguarding policy/child protection policy/protection of vulnerable adults policy?	Yes No This does not need to be attached at application stage.

6.5 Supporting documents	
Do you have an equality and diversity policy?	Yes No This does not need to be attached at application stage.
Please attach your constitution/memorandum and articles of association	Please attach alongside your application.
Please attach your last set of annual accounts, or if you do not have a full set, please attach a 12-month cash flow forecast and current assets balance and the current liabilities balance for the last 3 months	Please attach alongside your application.

6.6 Please provide a brief overview of your financial management procedures which help to ensure good governance e.g. segregation of duties, delegation of authority, authorisation limits etc. (300 words)
<ul style="list-style-type: none"> - <i>Do you have a financial management procedure manual?</i> - <i>Do you use a financial management system e.g. Quickbooks or Sage?</i> - <i>Can you provide some information about how you manage the risk of fraud within your organisation?</i>

7. Your partners (please skip for applications without partners)

7.1 Basic partner details	
Partner name	
What is the purpose of this organisation and what is it most proud of in its history? Why is it well placed to carry out this work?	
Date this organisation was established	
Legal status	
Registration body	
Registration number	
Is this organisation affiliated with any other organisation?	Yes No
Affiliated organisation name(s)	
How will you formalise this partnership relationship?	

How many people work for this organisation?	
Paid staff (full-time equivalent)	
Part-time paid staff	
Sessional paid staff	
Volunteers (full-time equivalent)	

7.2 Partner contact	
Partner contact name	
Partner contact email	
Partner contact job title	

7.3 Partner finances				
Please provide the following figures for the organisation's most recent full financial year, and the previous year.				
Year	Income	Expenditure	Total reserves	Unrestricted reserves

Please copy and complete above boxes for any additional partners.

8. Declaration and contact details

8.1 Contact details	
First name	
Last name	
Email address	
Telephone number	
Organisation contact details	
Main address	
Main telephone number	
Main email address	

8.2 Declaration	
Authority to submit	
I confirm that the organisation named on this proposal has given me authority to submit this proposal on its behalf	Name: Date: Signature:

Gamble**Aware**

