

Small Grants Fund to Support Unpaid Adult Carers

Application Guidance and FAQs

How to Apply

Please complete the application form and return to commissioningenquiries@rotherham.gov.uk

Ensure that you answer all the questions in as much detail as possible and attach your constitution or aims and objectives.

Applications should be submitted by email with **Carers Wellbeing Grant Application** in the title.

For questions about the grant please contact the Carers Strategy Manager on 01709 822834 or e-mail commissioningenquiries@rotherham.gov.uk

How we will evaluate

Applications will be evaluated by a panel of Health and Social Care representatives from The Borough that Cares Strategic Group.

Applications will be considered in **date received order on a pass or fail basis.**

Timetable for submission and notification of outcome

Closing date for applications	Deadline for notification to applicants of outcome
4 May 2023	22 May 2023
16 June 2023	30 June 2023
17 July 2023	31 July 2023

Evaluation Criteria

Applications will be evaluated against the following criteria on a pass/fail basis. The organisation must pass **ALL** the criteria

- Is the organisation/group an eligible organisation/group
- Will the project/activity take place in Rotherham
- Does the application clearly demonstrate how the organisation/group will achieve the wellbeing outcomes in Section 1 of the Grant Conditions

- Does the application clearly demonstrate how the organisation/group will provide the type of activities/support described in Section 5 of the Grant Conditions

Payment of the Grant

Successful applicants will be asked to provide details of their organisation/group and bank account (on letter headed paper) to enable the Council to set them up as a payee.

The organisation/group will be provided with a purchase order number and be required to invoice the Council for the amount of the grant. Invoices are paid within 30 days of receipt.

Applications for the Grants will close on the 17th July 2023 or when all the grant money is allocated, whichever is the sooner.

All grant monies must be spent by the 31st March 2024.

Monitoring Requirements

Please refer to section 7 of the service Grant Conditions. The monitoring of the grants will be proportionate to the size of the project.

Frequently Asked Questions

What is your definition of an Unpaid Carer?

'A carer is anyone, including children and adults who looks after a family member, partner or friend who needs help because of their illness, frailty, disability, a mental health problem or an addiction and cannot cope without their support. The care they give is unpaid'. (NHSE 2022).

This can include providing support to someone who does not engage with services. e.g. Substance Misuse.

Will you only fund registered charities?

No, community groups and not for profit organisations can also apply.

Your organisation/group must be active, and it's aims fit with those of this grant.

You must have a terms of reference (TOR) or constitution, have a bank account in the name of the organisation/group, needing at least two appropriate signatures.

Your TOR should show your management or committee members and there should be at least three people involved in the organisation.

How much can we apply for?

The maximum grant you can apply for is £5,000

We have very recently formed and have not yet finalised our constitution. Can we still apply?

Yes, you can, you need to have a clear purpose for your group and proposal; a chair, secretary, and treasurer; and you need to be preparing a constitution.

Can I apply for equipment for my organisation?

We do not fund computer or office equipment, however small items required for a particular project will be considered for funding.