



the coalfields  
regeneration trust  
changing the face of **coalfield communities**

## **COALFIELDS COMMUNITY INVESTMENT PROGRAMME (ENGLAND) ELIGIBILITY GUIDANCE**

**Please read these notes and keep them to hand before accessing the online Eligibility Survey to ensure you can answer all the questions in the survey.**

1. Enter the official name of applying organisation, i.e. how it is named on your governing document, financial accounts and bank account statement.

### **Who can apply?**

#### ***Voluntary and community organisations and groups***

Most voluntary and community organisations and groups working to regenerate coalfield communities are eligible to apply to us for funding as long as they are not for personal profit. These include registered Charities, Companies Limited by Guarantee, Community Benefit Societies, Community Interest Companies, Charitable Incorporated Organisations and Community Amateur Sports Clubs (CASCs).

#### ***Branches of voluntary and community organisations***

We can accept applications from branches of larger organisations, as long as the branch has:

- Its own independent constitution and separate company registration number from the national body (where applicable);
- A bank or building society account in the name of the branch;
- Independent accounts in the name of the branch;
- A management Board or Committee which can operate independently of the national body;
- Independent policies and procedures; and
- No financial dependence on the national body.

### **Who cannot apply for funding?**

The following are not eligible to receive support:

- Individuals
- Private businesses
- Companies limited by shares
- Statutory bodies including local authorities, schools, colleges, hospitals, GPs
- National organisations as defined in their governing document
- Parish, Town and Community Councils
- Organisations with unrestricted income above £250,000
- Organisations that are in a poor financial position or whose financial management systems are not in good order i.e. overdrawn bank account and/or operational deficit/net current liabilities in the annual accounts
- Organisations whose purpose is to raise funds for a specific project
- “Friends of Groups” where the end beneficiary will clearly be a statutory body
- Organisations not established in the UK
- Pigeon Clubs

***Please note that the above list is not exhaustive.***

2. Contact person – this should be the name of the person in the group / organisation who will be the main contact responsible for completing and submitting the application and has the most knowledge about the project.

3. & 4. An email address and telephone number **must** be given for the main contact as this is how the Coalfields Regeneration Trust (CRT) will communicate with the organisation throughout the application process. All correspondence, where possible, will be through electronic means.

5. Indicate which region and local authority area your organisation is located in. If you have more than one office / location, please indicate the most appropriate. The slider bar can be moved left and right to see all the coalfield regions.

6. Include a postcode for the primary location of the project you require funding for, i.e. where it will be delivered. This postcode will be used to determine the level of need in the local community and will have an impact on the assessment scoring. Funds will be prioritised to those communities with the highest levels of need as indicated by the colour coded lists. (Please refer to the list of eligible coalfield wards for further information).

7. Explanation of project – write 100 words maximum. Please explain the project you require funding for and include any specific costs / estimates you know of.

### **Ineligible Applications are ones that:**

- do not meet our funding themes or charitable objectives;
- have a project base or beneficiaries that are located outside our recognised coalfield communities;
- are entirely or mainly set up to promote religious or political beliefs;
- are for an activity which is a statutory responsibility, or a replacement for existing statutory provision;
- are for an activity which conflicts with the interests of the applicant group;

- will result in individual personal gain / benefit i.e. the Management Committee/Board and/or members of their families will gain financially from or be a beneficiary of this project;
- are for a project which will take more than twelve months to complete;
- are for an award request that is for a contribution towards a larger project with costs in excess of £100,000 and;
- are from organisations in poor financial health i.e. demonstrates an overdrawn bank account or an operational deficit/net current liabilities in the latest annual accounts with no clear explanation being provided.

**Costs we cannot fund:**

- Overseas travel costs and expenses;
- Animal welfare activities;
- General appeals;
- Deficit or retrospective costs (in other words, cost you owed or promised to pay before your application was approved);
- School fees;
- Medical or research equipment;
- Bank or audit charges;
- Depreciation and amortisation;
- Recoverable VAT;
- Fees for independent or external professional fundraisers;
- The maintenance or creation of parks, gardens, landscaping or public realm works such as seating, lighting or paving;
- The creation or maintenance of fencing, footpaths, roads and car parks
- The creation or maintenance of pitches or playing surfaces;
- The purchase of grounds maintenance equipment;
- Complementary therapies i.e. treatments that fall outside of mainstream healthcare such as acupuncture, homeopathy, aromatherapy;
- Trips, holidays or residential activities;
- Building refurbishment or decoration;
- Any services/activities for school-age children during normal school hours
- Sports and physical activity projects and qualifications unless they are aimed at one of the following under-represented groups:
  - Impairment Groups/Disabled People
  - Women and girls
  - Victims of abuse
  - Carers
  - Homeless people
  - Older population – 60 plus
- The development of bars or bar areas for the purpose of enhancing bar trading;
- Performance related pay, bonuses, increments (except cost of living) and debts including mortgage costs;
- Capital contingencies;
- Private pension schemes;
- Gifts and entertaining;
- Kit/Strips/Items of Clothing;
- Refreshments, unless it is clearly linked to hosting a training/educational course and;

- Predominantly capital projects as these costs do not directly support our key themes i.e. fencing, lawnmowers, etc.
- Admin/Management costs

***Please note that the above lists are not exhaustive.***

8. Project Funding – the Coalfields Regeneration Trust is no longer accepting applications for capital projects only and any capital funding requested should be used to support the direct delivery of a project that contributes to one of the three core themes.

- Revenue funding – this refers to the direct costs of delivering a service / project such as salary costs, sessional staff fees, training fees, volunteer expenses or venue hire. The total requested cannot be more than £10,000. If the costs are above £10,000 you must have the rest of the funds already secured.
- Capital funding – this refers to the costs of physical items such as equipment costs, furniture or computers. You cannot request more than £2,000 in total for capital costs. If you need to spend more than £2,000 on this you must have the rest of the funds already secured and be able to evidence this.

**NB: If you apply for both capital and revenue funding, the combined total cannot be above £10,000, and the capital costs should not exceed £2,000 and should not exceed revenue costs.**

9. Please choose from the list. You may choose more than one if applicable, e.g. if your organisation is a charity and a company limited by guarantee.

10. Organisation / group address – please give full details including a postcode.

11. General Eligibility requirements

- Governing document = the rules your organisation adheres to; usually a Constitution or a Memorandum and Articles of Association. It must include an appropriate dissolution clause which is information on what will happen to an organisation's assets if it ceases to operate, and must be signed and dated.
- Annual accounts = a signed and dated record of the previous 12 months' income and expenditure appropriate for your organisation's size and turnover. If your organisation is less than 12 months old, you will need to provide a cash flow forecast.
- Bank account = you must have a bank account already set up in the name of the organisation, it must not be overdrawn and it must have a minimum of two signatories.
- Management Committee / Board members = there must be at least 3 people on your Management Committee / Board and the Committee / Board cannot be made up entirely of people who are related.
- Unrestricted income = income listed as unrestricted in your accounts and / or income which is not specifically ring fenced by the funding provider for

particular purposes, e.g. a grant from another organisation for a specific equipment purchase.

- Payment to management members = we cannot pay training costs / salaries / fees for any members of the Management Committee / Board for work connected to your proposed project.
- Previous CRT funding = we cannot fund your organisation if you have had funding in the 12 months prior to this application, or if the monitoring on a previous award from CRT has not been completed.

12. Please tell us how you found out about the Trust and this funding programme.

To access the survey, please click the following link:

[Eligibility Survey](#)