

HCF Grants

Quercus Fund for Young People in the Watford District

Eligibility Guidance for Applicants

Grants Available: Up to £5,000

About the grants:

- HCF invites applications from projects that are addressing identified need within Hertfordshire.
- The Quercus fund was set up to improve the quality of life for young people up to the age of 25 in the Watford district. This can be through a number of different projects and approaches, and in particular projects are supported which help young people overcome disadvantage.
- Particular areas of interest are:
 - Mental Health
 - Sport
 - Supporting victims of Sexual/Physical Abuse (including Modern Slavery)
 - Sensory impairment and inclusion
 - Safety
 - Loneliness and Isolation
 - Homelessness
 - Deprivation and Inequality

Who can apply?

In addition to meeting the specific criteria of the fund your organisation must fulfil the following criteria:

- The group must be a not for profit, charity, community or voluntary group with a written constitution or governing document.
- The governing document must include the group's aims or purpose, objectives and a dissolution clause or asset lock which states what would happen to any funds should the group have to close.
- The group must be governed by a voluntary trustee or management committee with a minimum of three members, at least two of whom must be unrelated.
- The group must have a bank account in its own name, with at least two unrelated signatories.

- The group must have all the relevant policies in place for its work, including Equality, Diversity and Safeguarding.
- The group must be working to meet the needs of the local community in Hertfordshire.
- The group must be based in Hertfordshire or be able to show specifically how the funding they are applying for will benefit people in the county.

Applications are welcome from charities, community and voluntary groups and not for profits of all sizes. However, priority will still be given to smaller, local groups with an in-depth knowledge of the issues they are dealing with and the communities they serve.

Who can't apply?

There are some groups that the Foundation prefers not to fund. These include:

- National Charities without a Hertfordshire focus
- Business or profit making enterprises
- Organisations where any one person has significant control
- Groups with more than one year's unrestricted reserves
- Statutory organisations including schools, parish councils and CCGs
- Organisations that cannot demonstrate public benefit as defined by the Charity Commission (for more information visit www.charitycommission.gov.uk)
- Individuals

Grant Criteria:

HCF are looking for projects that:

- Are meeting the needs of young people in the Watford district – we encourage groups to reference evidence where available. We encourage applicants to reference our own Hertfordshire Matters report or other relevant research or data where appropriate.
- Can demonstrate how the money requested will help them to make a positive difference (i.e. have clear objectives and outcomes)
- Are well thought through and costed appropriately
- Are well connected to the communities they serve
- Will be able to spend the funding requested within 12 months of the grant being awarded

Projects we won't support include:

- General fundraising appeals i.e. where a request is made for a general contribution to a much larger project without a specific aspect being identified
- Unsolicited applications from projects operating outside of Hertfordshire
- Medical research
- Promotion of religious or political causes
- Retrospective funding
- Animal welfare
- One-off events that can't show long term benefits
- Overseas travel for groups

What can be funded?

The Quercus panel is happy to consider a wide range of requests including:

- Staffing costs
- Capital equipment
- Project costs
- Volunteer costs
- Applications can include a reasonable contribution to overheads

What is unlikely to be funded?

- Contributions to general running costs for organisations with an annual income of over £100,000
- Training and development costs that could be covered by the Workforce Development grants (when available) from HCF Training and Development ([click here for more information](#))

Monitoring and evaluation requirements:

All successful grant recipients will be required to complete a simple monitoring form to report back on how the money has been used and what difference it has made.

Monitoring forms will be sent shortly after the grant has been awarded, so you are aware of the information we require.

The forms will be required after the project ends or within 12 months of the grant being made, whichever is sooner.

Failure to submit appropriate monitoring will affect the likelihood of future funding from HCF.

How to apply:

Organisations can apply through the HCF website and will need to:

- Complete the online application form
- Attach or send the required supporting documents which include:
 - A copy of the group's constitution or governing documents
 - A copy of the group's most recent annual accounts
 - A list of the names and addresses of your trustee or management committee
 - Copies of any relevant equality or safeguarding policies

You will need to complete and submit the application form and all required supporting documentation by the application deadline.