



power to  
change

business in  
community  
hands



# Community Business Renewal Fund

Guidelines for applicants



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## **About this guidance**

This guidance will help you decide whether the Community Business Renewal Fund is right for you. It includes information about the criteria that will be used to assess applications, and also provides information that will help you complete the application form.

**Part one:** Explores the programme criteria, our priorities and the financial information you will need to prepare in advance to help you when you fill out the application form. Part one will help you assess whether you can apply.

**Part two:** Goes through the application process.

**Part three:** Provides information about additional support that is available for community businesses, including the Community Business Renewal Initiative

**Part four:** A preview of the application form and the information you will need to answer the questions.

**Part five:** Answers some frequently asked questions.

**If you require this guidance to be sent to you in large print, Braille or an audio transcript, please get in touch by email: [comms@powertochange.org.uk](mailto:comms@powertochange.org.uk)**

## **Get in touch**

If you have questions at any point during the application process, you can get in touch with us for free advice and guidance.

[renewalfund@sibgroup.org.uk](mailto:renewalfund@sibgroup.org.uk)

We are expecting a high number of enquiries though so please make sure you have read this guidance thoroughly before contacting us as the answer you need may be in this document.

# Welcome

## About the Community Business Renewal Fund

**The Community Business Renewal Fund will offer grants of between £10,000 and £20,000 to enable community businesses in England affected by the Covid-19 crisis to adapt, renew and rebuild their business so they can remain financially viable. The scheme is aimed at organisations delivering services in their local community to support those who have been most affected by the Covid-19 crisis. The Community Business Renewal Fund welcomes strong applications from organisations across the country. We will, however, be prioritising applicants that demonstrate they are working communities hardest hit by Covid-19, increasing the diversity in the community business sector, and supporting the growth and impact of the community business sector as a whole.**

The £3million Community Business Renewal Fund is being delivered by Power to Change and Social Investment Business. The Community Business Renewal Fund provides grants of between £10,000 and £20,000.

The Renewal Fund is part of a package of support for the community business sector to recover from the Covid-19 crisis. Working with our partners, we will also be opening two match-funding programmes to support community businesses with fundraising, as well as tailored support to help communities to protect community-owned assets. Find out more about the Community Business Renewal Initiative on page 12.

The Renewal Initiative also includes a tailored support package to increase community business leader's knowledge, assist with wellbeing and equip you with the skills to boost your community business. There is more information about the capacity strengthening support and the rest of the package on page 12.

The aim of the Community Business Renewal Fund is to support your organisation to adapt and evolve to the changing circumstances, by providing an unrestricted grant that could be used to cover core staffing costs, contribute to meeting capital costs of adapting your community business and ensuring that your community business can continue to provide the vital support to local people.

Research shows that the poorest communities in England, people from BAME\* backgrounds and disabled people have been disproportionately affected by Covid-19. For this reason, community businesses operating in areas with an IMD of 1-3, those led by and supporting BAME communities and those led by and supporting disabled people are a priority area for this fund'

For further information about whether this fund is the right one for you and whether you can apply, please [join our free webinar on Thursday 7 January 4-5pm](#) and read this guidance thoroughly.

\* Please note we are reviewing the language we use to reflect our aim to become a more inclusive organisation.



**Power to Change** is the independent trust that supports community businesses in England. Endowed by the National Lottery Community Fund in 2015, we have since supported over 1000 community businesses to start, grow and make places better. [www.powertochange.org.uk](http://www.powertochange.org.uk)



**Social Investment Business** provides finance to create fairer communities and improve people's lives.

Since 2004, SIB has deployed and managed over £400m of loans and grants into over 2,000 organisations and enabled almost 1,000 more to get dedicated support through programmes. [www.sibgroup.org.uk](http://www.sibgroup.org.uk)

# Welcome

## What can you apply for?

**The Community Business Renewal Fund offers grants between £10,000 and £20,000.** These grants will be unrestricted to provide community businesses flexibility in deciding how to respond to upcoming needs and opportunities, both for their business and for their community.

We recognise that community businesses are the experts in their field, and that they will know best on how to adapt to the current changing business landscape.

With this in mind, we are offering unrestricted grants that we anticipate being used primarily towards core costs to give organisations the capacity to respond, evolve and adapt to the challenges they are facing. To be eligible for the Community Business Renewal Fund, organisations must be able to demonstrate that they are financially resilient, with good prospects of viability for the future.

The type of things we anticipate this funding providing support with includes:

- ▶ Meeting core staffing costs which would otherwise be at risk due to the pressure on community businesses to cut costs
- ▶ Creating breathing space for your organisation, giving you time to take a step back, explore new options and focus on business planning
- ▶ Increased costs of a capital project you had planned pre-Covid.
- ▶ Contributing to capital costs of adapting your operations
- ▶ Cashflow support due to delays to your work, or to cover lost trading income

Although the grant will be unrestricted, you will need to be able to spend the funding within 12 months, and demonstrate what you spent it on.

### How much should you apply for?

You can apply for a grant between £10,000 and £20,000.

We will be asking you what you intend to spend the grant on and to justify the amount you have requested.

# Part One | Can you apply?

## Eligibility Criteria

To be considered for the Community Business Renewal Fund, you will need to demonstrate how you meet each of the following 10 criteria:

### 1. Operating within England at a local / neighbourhood level

Organisations must be rooted in a particular geographical place within England. They should be delivering services locally that build on the strengths and assets of that place to address community needs.

### 2. Meet the four key features of a community business

Power to Change only supports existing community businesses through this scheme. [Here are some examples of a community business.](#) Under the Renewal Fund, we will fund community businesses that have the following four key features:

#### Are you locally rooted?

Community businesses are rooted in a particular geographical place. They build on the strengths and assets of that place to address community needs.

#### Are you accountable to the local community?

This can be demonstrated in many ways (e.g. membership structure, ownership, broad range of local trustees) but you must have evidence of regular community influence in decision making.

#### Are you trading for the benefit of the local community?

Community businesses have a clear trading model and sell services and products in and around their local area. Community businesses create benefits for the local community with their profits and through the way the business is run.

#### Do you have a broad community impact?

Community businesses engage with a variety of different groups in their community and deliver impact against a range of different community needs.

### 3. An established organisation with a track record of trading

At the time of applying, you must be an established organisation with a track record of



trading for at least two years prior to March 2020.

### 4. An incorporated organisation

At the time of applying, you must be an incorporated organisation. Unfortunately we are unable to support unincorporated organisations.

#### What is an incorporated organisation?

The Community Business Renewal Fund will only fund incorporated organisations. This means that your organisation is recognised as a legal entity in its own right, rather than as a collection of individuals.

Examples of incorporated organisations include:

- ▶ Charitable Incorporated Organisation;
- ▶ Community Benefit Society;
- ▶ Community Interest Company Limited by Guarantee / Shares;
- ▶ Company Limited by Guarantee / Shares;
- ▶ Co-operative Society.

Examples of unincorporated organisations, which we won't fund, include: charitable trusts and unincorporated associations.

## Part One | Can you apply?

### Eligibility Criteria

#### 5. In a financial position where prospects of future viability are reasonably secure

Organisations will need to show they are well managed and had a reasonable level of financial resilience in 'usual circumstances'. They will have to show that they were viable before the Covid-19 crisis and were able to meet payments and debts when they became due. They will also need to display good prospects of viability in the future. We will be asking for information from past financial history to work out their financial position and prospects for the future.

#### 6. Charitable purpose

You must have a charitable purpose at the heart of what you are asking us to fund, which meets charitable needs in your community.

This does not mean that you have to be a charity as we will fund a variety of legal structures, but we cannot fund activities which don't further a charitable purpose.

Power to Change will fund the following charitable purposes:

- the prevention or relief of poverty
- the advancement of education
- the advancement of health or the saving of lives
- the advancement of citizenship or community development

- the advancement of the arts, culture, heritage or science
- the advancement of environmental protection or improvement
- the relief of those in need because of youth, age, ill-health, disability, financial hardship or other disadvantage
- the relief of unemployment
- the promotion of urban and rural regeneration
- the promotion of social inclusion

We cannot support activities that promote the advancement of religion or that are party political in nature. This does not prevent faith groups from applying for funding for a community business which has a charitable purpose other than the advancement of religion.

#### 7. For public benefit

For an organisation to be charitable, it needs to have both a charitable purpose and to be for public benefit. This means that your organisation must create benefits for a sufficient section of your community, including people who are experiencing disadvantage. If your activities are for private benefit and will only benefit a few people in your community or will only provide benefits to people who aren't experiencing disadvantage, we will not be able to support your organisation.



#### 8. Your organisation would benefit from a grant of up to £20,000

This fund aims to help community businesses with unrestricted grants that we anticipate being used to give organisations the capacity to respond, evolve and adapt to the challenges that they are facing due to Covid-19.

#### 9. Able to spend the funds within 12 months

As we continue to support the changing needs of the community business sector through Covid-19, we will need to evaluate how successful the Renewal Fund is. If your application is successful, we will be asking you for evidence of spend.

## Part One | Can you apply?

### Eligibility Criteria

#### 10. Subsidy Control

From the 1 January 2021 the Brexit transition period has ended and the UK is no longer required to adhere to EU State Aid rules. Instead, from the 1st January 2021 grants awarded by public bodies are subject to new rules on subsidy control. We will use the information provided within your application to ensure that we comply with obligations in relation to the award of subsidies.



#### WHAT DO WE MEAN BY CHARITABLE PURPOSE?

You can find more information about charitable purpose on the Charity Commission website:  
<https://www.gov.uk/setting-up-charity/charitable-purposes>

#### WHAT DO WE MEAN BY PRIVATE BENEFIT?

Any personal benefits people receive through the community business must be no more than a necessary result or by-product of delivering public benefit. Personal benefits could include financial payments to the owners of a property that an organisation uses or membership benefits. These private benefits need to be incidental in both nature and amount. Returns from community shares are allowable. Find out more:  
<https://www.gov.uk/government/publications/examples-of-personal-benefit/examples-of-personal-benefit>

## Part One | Can you apply?

### Our priorities

**The Community Business Renewal Fund welcomes strong applications from organisations across the community business sector. We will, however, be prioritising applicants that demonstrate they are:**

#### **Operating in a community that has been hardest hit by Covid-19**

We will be prioritising applications from community businesses operating in areas with Indices of Deprivation (IMD) 1-3, those led by and for Black, Asian and Minority Ethnic (BAME) communities and those led by and supporting disabled people. Research shows that the poorest communities in England, people from BAME backgrounds and disabled people have been disproportionately affected by Covid-19.

#### **Increasing diversity in the community business sector**

We will be prioritising applications from community businesses that are committed to promoting diversity on their board of trustees, amongst their leadership team and staff, volunteers and service users. We are looking for community businesses who are nurturing young people to become future leaders in the sector and unlocking local people's power to make your community a better place.

#### **Supporting the growth and impact of the community business sector**

We are interested in hearing from community businesses who are leading the way, and ensuring that community is at the heart of local recovery post-pandemic.

There are many ways that community businesses support the growth and impact of the sector, including:

- 1) Unlocking local people's power and potential,
- 2) Working closely with local authorities to influence your local economy,
- 3) Helping to address global issues - such as climate change - locally.





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## Part One | Can you apply?

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### Data protection

Confidential information you provide, such as commercially sensitive data, will not be made public in any way, except as required by law. We may use non-sensitive data about awarded grants, including statistical data about applications, to promote the programme.

Please note that the details captured via this application are deemed necessary in order to complete our review of your application for grant funds. Your personal details and those of your colleagues that you have shared here, will be stored and processed online in accordance with GDPR regulations.

We will only store your information for as long as it is necessary and will delete your information when there is no further legitimate, legal or contractual reason to keep it. For more information and to understand your rights under the GDPR with regards to the information you supply as part of your application, please visit our [website](#).

### Diversity, Equity and Inclusion

Power to Change is committed to the advancement of equality, diversity and inclusion. We seek to be a genuinely inclusive organisation by taking an equitable approach to how we design and implement our policies and practices.

Across all our funding activities, we encourage and welcome applications from community organisations which meet our eligibility criteria and which can clearly demonstrate how their work promotes inclusion.

Inclusive practices are designed to promote participation by people with a wide range of human experience including different race/ethnicity, genders, sexualities, ages, religions and disabilities or lack thereof. To learn more about making your community business more accessible and inclusive for people with disabilities, please read our [Accessibility and Inclusion Guidance](#).



## Part Two | Application process

### How to apply

#### The Community Business Renewal Fund application process is in three stages:

**Stage 1** - To apply, you'll need to fill out a stage 1 application form to indicate whether you meet the key criteria.

**Stage 2** - If you are eligible, we'll ask you to fill out the stage 2 application form which asks you for more details about your organisation and evidence of how you meet the criteria. We'll then assess your response and carry out due diligence.

**Stage 3** - If we decide to recommend your application for funding, it will be taken to our decision panel. The panel will decide whether your organisation will receive funding. All decisions are final. Social Investment Business (SIB) will let you know the outcome by email.

#### How to apply

The Community Business Renewal Fund will have three application rounds. The application window for Rounds 2 and 3 of the Renewal Fund will be a full week.

**Round Two** – Opening 10am on Tuesday 12 January and closing at 4pm on Tuesday 19 January 2021

**Round Three** – Opening 10am on Tuesday 2 March and closing at 4pm on Tuesday 9 March 2021

**When each round is open, you can apply on the Power to Change website:**  
[www.powertochange.org.uk](http://www.powertochange.org.uk)

#### Preview of Terms & Conditions

**When you apply, we will ask you to agree to the following terms and conditions:**

Power to Change will use the information you have provided on this form to make a decision about the suitability for a grant and administer successful grants, including contributing to research and evaluating the processes and impacts of the programme.

The information provided will be held on our secure Customer Relationship Management (CRM) systems which are based within the European Economic Area. All decisions regarding grant applications are made by a panel.

Successful grant application information is retained for a period of 7 years, whilst unsuccessful applications are held for a period of 2 years before being securely destroyed.

We take the security and privacy of the information you provide seriously and individuals have a number of rights under data protection legislation, if you wish to find out more about how we process your information, please find out privacy policy here - <https://www.powertochange.org.uk/our-privacy-policy>.

## Part Two | Application process

### How we assess applications and make decisions

#### Stage 1 Eligibility check

##### Is this the right fund for you?

Before you apply, you need to make sure this fund is right for you. You can do this by:

- ▶ reading this guidance thoroughly
- ▶ watch the webinar on the Power to Change website
- ▶ checking what other funding schemes are available through other funders.

##### Stage 1 Eligibility check

You can apply by going to the Power to Change website and applying during the following application windows:

**Round Two** – 10am on Tuesday 12 and closing at 4pm on Tuesday 19 January 2021.

**Round Three** – 10am on Tuesday 2 and closing at 4pm on Tuesday 9 March 2021.

You can read through the questions we will be asking you in part 4 of this guidance. We advise preparing your answers in advance.

Please bear in mind you will be asked to evidence your answers should you progress to Stage 2. Your application will be assessed and we aim to let you know within eight working days of the programme closing for applications, whether you are eligible for the fund.

If you are eligible to apply for the fund, Social Investment Business (SIB) will invite you to complete the second part of the application form.

#### Stage 2 Application and Assessment

##### Stage 2 Application

If you are eligible, SIB will invite you to complete the second part of the application form. On this form you'll be asked for more details about your organisation and evidence of how you meet the programme criteria. There will be guidance notes, to help you answer the questions you will be asked, should you be invited to the second stage of the Renewal Fund process.

We will also ask you to provide the following documents:

- ▶ Your most recent annual accounts

You will also have to provide information about how your income has been affected by Covid-19.

##### Assessment

Whilst your application is being assessed, we may contact you to clarify points relating to the information you've submitted.

#### Stage 3 Decision

##### Decision

Our committee meets weekly and will decide whether or not to award your organisation support through this scheme. The decision panel will meet at the end of each funding round to make decisions on grant awards.

The committee's decision will be based on a range of factors, including all the eligibility criteria and the fit with our priorities.

We expect high demand for this fund and anticipate that we will only be able to take forward a small proportion of applicants to the committee. We will let you know as quickly as possible if you are not going to be taken forward, either because your organisation or request is not eligible for funding, or because you do not meet our priorities well enough or as well as others.

Any decision is final.

## Part Three | Additional support for community businesses

### The Community Business Renewal Initiative

**We want to support the sector to recover and rebuild, and are proud to launch the Community Business Renewal Initiative, which includes the Community Business Renewal Fund.**

For the latest information, including how to access any of the Community Business Renewal Initiative, please [sign up to receive our newsletter](#) and [check our website](#) for updates.

#### **Community Business Patchwork**

The Community Business Patchwork was created in response to Covid-19, and exists to provide practical peer support, solidarity and inspiration to all members.

There are regular newsletters, monthly Zoom meetings and the opportunity to share your practical and inspirational stories with the community business sector. Funded by Power to Change, the Mutual Aid group was set up by Practical Governance.

You can join the network and find out when the next themed online meeting is, by visiting: <https://cbpatchwork.org/>

#### **Powering Up! Support for community business leaders**

We know that each community business is different, and will need a variety of support to rebuild and renew. After an informal session with a link worker, your community

business will receive a tailored support package to increase your knowledge, assist with your wellbeing and equip you with the skills to boost your community business. Activities may include: peer-to-peer support, access to technical support and resources such as HR and digital, wellbeing support, depending on your needs.

#### **Recovery Boost programme**

Recovery Boost programme provides grant funding to support the development of a community share offer and achieve the standard mark, as well as match equity investment. The investments will be up to £25,000 of match funding, providing that the minimum share target is achieved.

Recovery Boost programme is designed to support community businesses to launch their first community share offer and is run by Power to Change in partnership with Cooperatives UK.

#### **Community Business Crowdmatch**

Community Business Crowdmatch helps communities to develop, test or grow your community business. The fund is designed to help you raise funds to cover key costs, help you build your network of supporters and provide match funding.

Working with Crowdfunder, Power to Change will offer an investment, up to £10,000, to match the amount raised by your supporters.

#### **Community owned asset protection**

Working with our partners, Cooperatives UK, Plunkett Foundation and Locality, we have identified organisations running community-owned assets that have been most affected by the Covid-19 crisis. For eligible organisations, we will be providing tailored information, advice and guidance to support community businesses to protect their assets.

#### **Making the case for community business**

Power to Change continue to make the case for community businesses playing a crucial role in the economic and social recovery of the country.

To do this, we need your help – if you have a great story that demonstrates the impact your community business has had on the recovery of your local area, please share it with us by emailing: [comms@powertochange.org.uk](mailto:comms@powertochange.org.uk)

## Part Three | Additional support for community businesses

**We want to make it easier for community businesses to recover from this crisis and continue to deliver the vital services needed by local people. Here's some of the additional support available:**

### **How to write effective emergency funding applications**

The Ubele Initiative provide fundraising and organisational development support to BAME organisations who have been affected by the Covid-19 crisis via webinars and 1:1 support calls. [Find out more.](#)

### **Get a clear financial picture for free**

Use the [Twine Benchmark tool](#) to assess your community business' financial health. It is powered by financial data from 650+ community businesses, gathered over 5 years, making it easier to understand how you compare to others in the community business market. It will help you to understand where you can cut costs and use the data to make the case to funders, test new business plans and forecast their results

### **Free advice to adapt your business**

In collaboration with our strategic partners, Power to Change launched a support package for community businesses as we move forward into the new normal.

This support package includes a range of activities, from webinars to short intensive programmes for community business leaders to hone their skills and develop peer networks, helping them to continue to play a vital role in their communities. For updates, [check our newsletter.](#)

### **Other funding available**

Government, councils, social investors and trusts are offering various grant and loan schemes, including [Social Investment Business's Resilience and Recovery Loan Fund.](#)

### **MyCommunity**

[MyCommunity](#) is a platform that brings together all the latest tools, tips and ideas to make your community an even better place to live.

### **Power Up! Grantee events**

A [series of events](#) designed to revive, recharge and most importantly, reconnect our grantees with other community businesses in your region.

Join us online for an interactive, fun and inspiring session where you will have the chance to share your challenges, creative solutions and get advice from other Power to Change grantees who have faced and overcome similar hurdles in recent months.

## Part Four | Application form

### A preview of the application form and guidance notes

In this section, you can see the questions we will ask in the application form, along with guidance about how to answer these questions.

Please read the guidance for applicants to the fund and watch the recording of the webinar before applying. This will help you to understand whether your organisation is a good fit for this fund. If you haven't had a chance to do this, we strongly recommend that you wait and apply to a future round of this fund.

Your contact details	
Salutation	Please select one: Mr Mrs Dr Prof Other, please specify
Contact First Name	
Contact Last Name	
Contact Job Title	
Contact Email	
Contact Work Phone Number	
Contact Mobile Phone Number	

## Part Four | Application form

### A preview of the application form and guidance notes

<b>About your organisation</b> <i>Power to Change supports community businesses of many shapes and sizes. The next set of questions help us to understand yours and the diversity of organisations that we support.</i>	
<b>What is the name of your organisation?</b>	
<b>What is the postcode of the registered address of your organisation?</b>	The postcode must be in the correct format, for example, M2 1BB, CB2 1QA or BS32 0BQ.
<b>What is your organisation's legal structure?</b>  <i>The Community Business Renewal Fund will only fund incorporated organisations. This means that your organisation is recognised as a legal entity in its own right, rather than as a collection of individuals.</i>  <i>Examples of unincorporated organisations, which we do not fund, include: charitable trusts and unincorporated associations.</i>	<b>Please pick one:</b> Charitable Incorporated Organisation Charitable Trust Charitable Company Limited by Guarantee Charitable Community Benefit Society Charitable Unincorporated Association Community Benefit Society Co-Operative Society Community Interest Company (Limited by Guarantee) Community Interest Company (Limited by Shares) Company Limited by Guarantee (non charity) Not incorporated Other
<b>If you are a registered charity, what is your Charity Number?</b>	
<b>If you are a registered company, what is your Companies House number ?</b>	

## Part Four | Application form

### A preview of the application form and guidance notes

<p><b>What is your total annual income?</b></p>	<p><b>Please pick one:</b>          &lt; £50K          ≥ £50K - &lt;£100K          ≥ £100K - &lt;£400K          &gt;£400K - &lt;£600K          ≥ £600K - &lt;£1M          &gt; £1M</p>
<p><b>What is the primary sector you operate in?</b>  <b>Please select one.</b></p>	<p><b>Please pick one:</b>          Arts Centre or Activities,          Business or Workspace,          Business Support,          Community Cafe,          Community Pub,          Community Shop,          Community Space Hub or Centre,          Conservation of the environment,          Education support,          Employment support or training,          Energy Generation,          Finance or Credit,          Food Catering or Production,          Leisure Facility,          Mental Health or Wellbeing,          Physical Health or Wellbeing,          Provision of Housing,          Sports Facility or Activities,          Transport,          Waste Reduction Re-use or Recycling</p>



## Part Four | Application form

### A preview of the application form and guidance notes

The following four questions ask whether you are BAME-led, disability-led, LGBTQIA+ led and led by younger people. By 'diversity-led' we mean that either:

(i) 51% or above, of the board and senior management team are from diverse backgrounds; or

(ii) Organisations self-define as diverse-led based on who is making their key strategic decisions. By 'making key decisions' we mean that decisions on core strategic and financial matters are taken by a diverse group of decision-makers, not that consultation is undertaken to inform decisions that are subsequently taken by a group that is not diverse-led.

By 'representation' we mean that at least one of your board or senior management are from diverse backgrounds.

These definitions are informed by [research done by the Arts Council](#).

**Which of the following applies to the BAME-representation in your organisation?**

**Please select one:**

Our board and senior management team is BAME-led

Our board and senior management team is BAME-represented, but not BAME-led.

Our board and senior management team does not have BAME representation.

**Which of the following applies to the Disability-representation in your organisation?**

**Please select one:**

Our board and senior management team is Disability-led

Our board and senior management team is Disability-represented, but not Disability-led.

Our board and senior management team does not have Disability-representation.

We follow the [Equality's Act 2010](#) for disability, where 'you're disabled under the Equality Act 2010 if you have a physical or mental impairment that has a 'substantial' and 'long-term' negative effect on your ability to do normal daily activities'

**Which of the following applies to the representation of younger people in your organisation?**

**Please select one:**

Our board and senior management team is led by younger people

Our board and senior management team has representation of younger people, but is not led by younger people

Our board and senior management team does not have younger people representation

By younger people, we mean those under the age of 30.

## Part Four | Application form

### A preview of the application form and guidance notes

<p><b>Which of the following applies to the LGBTQIA+ representation in your organisation?</b></p>	<p><b>Please select one:</b>          Our board and senior management team is LGBTQIA+ led          Our board and senior management team is LGBTQIA+ represented, but not LGBTQIA+ led          Our board and senior management team does not have LGBTQIA+ representation.</p>
<p><b>Information to support eligibility criteria</b></p>	
<p><b>How much grant funding are you applying for?</b></p>	
<p><b>Do you have a charitable purpose written into your governing docs?</b></p>	<p><b>Please select one:</b> Yes or No</p> <p><i>You must have a charitable purpose at the heart of what you do, which meets charitable needs in your community. This does not mean that you have to be a charity as we will fund a variety of legal structures, but we can only fund organisations that further charitable activities or outcomes.</i></p>
<p><b>Do you operate solely for public benefit, (and not private benefit)?</b></p>	<p><b>Please select one:</b> Yes or No</p>
<p><b>Have you been trading for at least two years up to March 2020?</b></p>	<p><b>Please select one:</b> Yes or No</p>
<p><b>In what year was your organisation incorporated?</b></p>	

## Part Four | Application form

### A preview of the application form and guidance notes

<b>Information to support funding priorities</b>	
<p><b>Which of these best captures your primary charitable objectives ?</b></p>	<p><b>Select up to two:</b></p> <ul style="list-style-type: none"> <li>The advancement of education, training or retraining</li> <li>The advancement of health or the saving of lives</li> <li>The advancement of citizenship or community development</li> <li>The advancement of arts, culture, heritage or science</li> <li>The advancement of environmental protection or improvement, and the promotion of sustainable development</li> <li>The relief of those in need (including by the provision of accommodation and care), by reason of, youth, age, ill-health, disability, financial hardship or other disadvantage.</li> <li>The prevention or relief of poverty</li> <li>The relief on unemployment</li> <li>The promotion of urban and rural regeneration</li> <li>The promotion of social inclusion</li> <li>None of the above</li> </ul>
<p><b>Do you work with members of BAME communities?</b></p> <p><i>You will be asked to evidence the extent of your work with BAME communities if you are invited to submit a full application. We understand that there may be a reason why you do not work with BAME communities, such as operating in an area with lower BAME populations. This will not necessarily exclude you from proceeding to the next stage.</i></p>	<p><b>Please select one:</b></p> <ul style="list-style-type: none"> <li>We substantially support people from BAME communities as defined in the guidance</li> <li>We work with some BAME individuals but not extensively so.</li> <li>We do not work with many BAME beneficiaries or users</li> </ul>

## Part Four | Application form

### A preview of the application form and guidance notes

<p><b>Do you work with mentally and/or physically disabled individuals?</b></p> <p><i>You will be asked to evidence the extent of your work with people with disabilities if you are invited to submit a full application. We understand that there may be a reason why you do not work with people with disabilities, for example having premises which are not accessible. This will not necessarily exclude you from proceeding to the next stage.</i></p>	<p><b>Please select one:</b></p> <p>We substantially support mentally and/or physically disabled individuals, as defined in the guidance</p> <p>We work with some mentally and/or physically disabled individuals, but not extensively so.</p> <p>We do not work with many mentally and/or physically disabled beneficiaries or users.</p>
<p><b>Please give us the postcode(s) of the main area(s) that would benefit most from the activities planned under this grant, up to a maximum of 3.</b></p>	
<p><b>What percentage of your income do you earn from trading?</b></p> <p><i>Trading income includes income generated through contracts or services, for example a contract with a local authority or a paid for service provided to service users.</i></p>	<p><b>Please select one:</b></p> <p>50% or more</p> <p>More than 25% but less than 50%</p> <p>Less than 25%</p> <p>We don't trade, our income comes from other sources (e.g. donations, grants, gifts)</p>
<p><b>Where do the beneficiaries / users of your services mainly come from?</b></p>	<p><b>Please select one:</b></p> <p>The majority of our beneficiaries and users are predominantly from across the Country.</p> <p>The majority of our beneficiaries and users are predominantly from across our Region.</p> <p>The majority of our beneficiaries and users are predominantly from our Local authority area.</p> <p>The majority of our beneficiaries and users are predominantly from our local neighbourhood.</p>

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<p><b>How is your organisation accountable to your local community?</b></p>	<p><b>Please all that apply:</b></p> <p>We are a membership organisation; members are drawn from a wide range of people from the local community.</p> <p>The majority of our Board come from the local community</p> <p>We regularly get feedback from the following and act on their views to make decisions about our work:</p> <ul style="list-style-type: none"> <li>• Local residents</li> <li>• Staff and volunteers</li> <li>• Partner organisations including schools, health agencies, small businesses, and other community groups</li> <li>• Customers, clients and beneficiaries</li> </ul> <p>None of the above.</p>
<p><b>Who benefits from your services?</b></p>	<p><b>Please select one:</b></p> <p>We provide one main service to one main group of beneficiaries or users.</p> <p>We provide one main service to a range of different groups of beneficiaries and users.</p> <p>We provide a range of different services to one main group of beneficiaries and users.</p> <p>We provide a range of different services to a range of different groups beneficiaries and users.</p>

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<p><b>Who are the main beneficiaries that your organisation supports?</b></p>	<p><b>Please select up to three:</b></p> <ul style="list-style-type: none"> <li>Black, Asian and Minority Ethnic populations</li> <li>Children and young people, and parents, living in poverty</li> <li>Communities experiencing health inequalities</li> <li>Lesbian, Gay, Bisexual, and Transgender groups</li> <li>Older people</li> <li>People who are pushed into crisis</li> <li>People with learning or physical disabilities</li> <li>People experiencing domestic abuse and violence</li> <li>People experiencing homelessness</li> <li>People experiencing poor mental health</li> <li>People experiencing loneliness and social isolation</li> <li>No specific disadvantaged groups</li> <li>Other</li> </ul>
<p><b>Information to understand the effect of COVID-19 on your organisation</b></p>	
<p><b>How has the COVID-19 crisis had a direct impact on your ability to pay core staff?</b></p>	<p><b>Please select one:</b></p> <ul style="list-style-type: none"> <li>Able to pay core staff for the foreseeable</li> <li>Unable to pay core staff in 6 months</li> <li>Unable to pay core staff in 3 months</li> <li>Imminent difficulties in paying core staff</li> </ul>
<p><b>How has the COVID-19 crisis had a direct impact on your ability to pay operational costs?</b></p>	<p><b>Please select one:</b></p> <ul style="list-style-type: none"> <li>Able to pay operational costs for the foreseeable</li> <li>Unable to operational costs in 6 months</li> <li>Unable to pay operational costs in 3 months</li> <li>Imminent difficulties in paying operational costs</li> </ul>

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<p><b>How long before your organisation reaches cash flow critical? (I.e. the length of time before your organisation is unable to continue to operate without additional funding)</b></p>	<p><b>Please pick one:</b> Over 12 months 6-12 months 3-6 months 1-3 months 0-4 weeks</p>
<p><b>Has your level of service delivery been affected by COVID-19?</b></p>	<p><b>Please pick one:</b> Service delivery reduced up to 100% Service delivery reduced up to 50% Service delivery reduced up to 25% No change in service delivery Service delivery increased up to 25% Service delivery increased by up to 50% Service delivery increased by up to 100%</p>

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## Part Four | Application form

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Submitting this application is a two stage process. When you click **Submit** you will have one more opportunity on the next page to review and print your answers.

If there is anything you would like to edit you will have the option to change your responses. This will take you back through the application form.

You will then need to resubmit your form. Please ensure you scroll to the bottom of the next page and click **Confirm** when you are happy with your answers. Please note, if you do not click Confirm your application will not be submitted.

Please click the **Confirm** button when you are ready to submit your completed form.

Power to Change will use the information you have provided on this form to make a decision about the suitability for a grant and administer successful grants, including contributing to research and evaluating the processes and impacts of the programme.

The information provided will be held on our secure CRM systems which are based within the European Economic Area. All decisions regarding grant applications are made by a panel. Successful grant application information is retained for a period of 7 years, whilst unsuccessful applications are held for a period of 2 years before being securely destroyed. We take the security and privacy of the information you provide seriously and individuals have a number of rights under data protection legislation, if you wish to find out more about how we process your information, please find out [privacy policy here](#).

#### What happens next?

If your organisation is eligible for the Community Business Renewal Fund, Social Investment Business will aim to let you know by email within eight working days of the programme closing for applications. Unfortunately, we don't have capacity to give detailed feedback because of the volume of applications. Our decision final and if you are not eligible for support then you cannot apply again to this scheme.

We recommend you look at alternative sources of funding and support on [www.mycommunity.org.uk](http://www.mycommunity.org.uk) and the National Lottery Community Fund website.

We also have a [webpage](#) signposting to funding available for organisations affected by Covid-19.



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## Part Five | Frequently Asked Questions

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We will be answering the most Frequently Asked Questions (FAQs) as the scheme develops. You can find these on our website on the [Community Business Renewal Fund webpage](#).

If you have a question which isn't answered in this guidance, please get in touch by email [renewalfund@sibgroup.org.uk](mailto:renewalfund@sibgroup.org.uk)

