

# Succeed!

## Your guide to applying to Derbyshire Community Foundation

### **What is Derbyshire Community Foundation?**

Derbyshire Community Foundation is an independent local charity, which, with the support and generosity of local individuals, companies and charitable trusts is building an endowment fund to benefit Derbyshire people in perpetuity. Income generated by our fund is used to make grants to voluntary and community groups, to tackle disadvantage and improve the quality of life for people throughout our county. By linking local donors with local needs in this way, we are able to address the problems of today and the issues facing future generations.

Derbyshire Community Foundation is:

- independent
- local
- inclusive
- innovative
- accountable

### **Who can apply for grant funding?**

We provide grant funding of between £100 and £5,000, to voluntary not-for-profit groups, and in some cases to individuals, across Derbyshire.

Our general exclusions are:

- Profit making organisations where individual members benefit financially (we will fund legitimate social enterprises & community interest companies but please read the additional guidelines related to this type of group structure)
- Medical Equipment
- Animal Charities
- Any project which promotes faith or involves the refurbishment / building of a place of worship
- Statutory bodies including schools, hospitals, police etc
- Any project which directly replaces statutory obligations
- Any project which promotes a political party
- Projects which benefit people outside of Derbyshire
- Retrospective Funding (grants for activities which have already taken place)
- Sponsored events

## What are the funding options?

The Foundation offers many different funds, each offering funding for a maximum of twelve months and each with a specific focus or set of criteria. You will find details of all of our funds on our website ([www.derbyshirecommunityfoundation.co.uk](http://www.derbyshirecommunityfoundation.co.uk)) but if you require any further help in deciding which fund to apply for, please call our Grants Team on 01773 514850.

## How are decisions made?

The decision on whether to award a grant is made by, either a panel of independent people from the local community, who meet every eight weeks, or by a panel set up by the fundholder, who will usually meet once every three months. The grants team are entirely independent and will not make any funding recommendations to the panels.

You will be informed of the decision date for your application and you are invited to call the grants team or check the website, to find out the decision, two days after the panel date. You will also receive the panel decision in writing within one week of the panel date.

## What do i have to do now?

Log onto our website, [www.derbyshirecommunityfoundation.co.uk](http://www.derbyshirecommunityfoundation.co.uk), or call the grants team on 01773 514850, to see which of the funds you would like to apply to. Once you have decided, simply download and complete the application form (from our website) and send it to the address below with the following supporting documents: • annual accounts • bank statements • group constitution • management committee form (please download this from our website) • minutes from your last management committee meeting.

You will receive a letter confirming receipt of your application within one week of applying. Your application will then be passed to a member of the Grants Team for assessment and to prepare all of the information ready to present to the award making panel. During this time, you will probably be contacted by the Grants Team for an informal chat about your application and your group, which helps us to understand the background of the project and gives you the best chance of a successful bid.

After the panel meeting you will be told whether you have been successful. We provide full, honest feedback on all decisions and are happy to discuss any outcome with you.

## How to get in touch

**By Email:** [info@derbyshirecommunityfoundation.co.uk](mailto:info@derbyshirecommunityfoundation.co.uk)

**By Phone:** 01773 514850

**By Post:** Derbyshire Community Foundation  
Foundation House, Unicorn Business Park,  
Wellington Street  
Ripley  
Derbyshire, DE5 3EH

**Website:** [www.derbyshirecommunityfoundation.co.uk](http://www.derbyshirecommunityfoundation.co.uk)