



**Independent
Age**

Grants Fund

Application guidance

1. About this guidance

Please read this guidance carefully. It should give you all the information you need to apply to the Independent Age Grants Fund – including details of all the dates and deadlines; an explanation of what we need to know in each of the application questions; how we will make our decisions; and what you can expect from Independent Age if you get a grant.

2. If you need more help

We have tried to make this application process as simple and straightforward as possible, especially as everyone is under enormous pressure. Unfortunately, we won't be able to answer questions by phone. But, if anything is unclear, please email us at GrantsFund@independentage.org. We will reply as quickly as we can so as not to hold up your application. We will also use people's questions to develop FAQs for the Fund on our website www.independentage.org/community/grants-fund.

3. Dates and deadlines

The Fund opens on 18th May. There is no need to rush to make an application. We have £2 million available and will be making grants totalling up to £500,000 in each of four funding rounds.

The closing dates and our deadlines for getting back to you with a decision are:

	Closing date for applications	When we will confirm our decision
Round 1	9am on 4 June 2020	19 June 2020
Round 2	9am on 2 July 2020	17 July 2020
Round 3	9am on 21 August 2020	3 September 2020
Round 4	9am on 18 September 2020	1 October 2020

We don't know how many organisations will apply for grants so please send your application before the relevant deadline if you can. This will help us make sure that we can keep to our timetable, even if we have a very large number of applications. Please note that you can only apply once. If you have been unsuccessful, you cannot re-apply to a subsequent round.

4. How we will use the eligibility questions

The five eligibility questions at the top of the application form are designed to check whether we can accept an application from your organisations for this Fund. If you cannot answer YES to all five questions, please do not apply. We will not be able to look at your application or offer you a grant.

5. Filling in the application form

Please answer all the questions and try not to go over the maximum word limits. The first two sections ask for contact details and basic information about your organisation and what you do.

Section 3: About the work

The first question – asks for details about how the older people you are working with fit with the priorities that we have described in the Fund's criteria. We have given some examples of why older people may be living in particularly complex or challenging situations or be in danger of being out of sight and out of mind. But we know there may be many other reasons why they may be facing even tougher challenges than older people more generally. We want to hear about your own experiences. What are you seeing and what are these older people telling you about the challenges they are facing and how their situation has been made even more difficult by coronavirus?

We would also like to know if you are reaching specific communities such as people from Black and Minority ethnic groups, LGBT+ or faith groups, for example, or perhaps you are running services in very rural areas or just for women or men?

The second question – asks you about your experience of working with this group of older people and what you have achieved. We want to know that you have a good track record in this work and understand what it takes to do it well. Tell us what you think is important when working with this group of older people and if you have any data, evidence or stories of what you've achieved, you can include it here.

The third question – asks what you want to do now to help these older people. We are interested in hearing how you have decided what is needed and some detail about what you propose to do – although we fully understand that your plans may change over the six month grant period because the situation is so unpredictable.

The fourth question – ask about the difference you hope this will make. You do not need to set out any formal outcomes or explain how you will measure them (although you are welcome to do this if this is the way you prefer to work). We simply want to understand what changes you hope your work will make possible for the older people you are able to support.

Section 4: About your request for funding

The minimum grant from the Fund is £5,000 and the maximum is £15,000. We will be making this money as unrestricted as possible, so that you can use it flexibly to support older people who meet the Fund's criteria if their needs and circumstances change. In this section we are looking for your best estimate of how you will want to use the funds over the next six months and the total you need. Please only ask for the funds you need, so we can fund as many organisations as possible.

Section 5: Running your organisation

We want to support organisations that have managed to keep running and providing good services through this very difficult time and have plans in place that give them reasonable confidence that they will be able to continue to do this for at least the next six months – and ideally for longer.

We know, of course, that this impossible for anyone to guarantee at the moment and we don't expect anyone to have all the answers. It is more important that you have thought clearly about the risks and are taking action to manage them, wherever you can. The questions in this section give you the opportunity to tell us:

- What you have been doing to keep your services running, support your staff and volunteers and manage your organisation as best you can at this time.
- How strong your finances were before the challenge of the coronavirus.
- The financial risks you can see over the next 12 months and what you are doing to try to manage and minimise them.

6. How will we decide who to fund?

After we have checked that you are eligible to apply, we will carefully consider all the applications we receive. We know we will not be able to support everyone who applies, and so we will base our decisions on the following:

- how strongly you have made the case for support.
- the likelihood of you delivering the difference you wish to make.
- the actions you have taken to help you continue your work in these challenging times.

We are also keen to make sure that our funding reaches across the UK and to a wide range of agencies working with different communities. The grants we make will reflect this commitment so please make sure you tell us in Section 3 of the application form which groups you are working with and what issues they experience.

7. Feedback

We know how disappointing it is not to receive feedback on unsuccessful bids. But, as a new Fund operating in the current crisis, we have to give priority to assessing applications so that we can allocate grants as quickly as possible. We may be able to help you or the older people you work with in other ways, through our helpline, information resources or befriending. Please go to www.independentage.org/get-support if you want to know more.

8. Reporting and learning

We will not ask for long or complicated reports on the work we support but we will want some basic figures on the numbers of people you help and stories of change. We also would like to talk to everyone who gets a grant so we can understand what has been achieved to inform any future grant making and share our collective experience more widely within our sectors and beyond.

9. Keeping in touch

By making this application you will have the option to confirm that you are happy for us to keep in touch, including circulating news and information via email on potential opportunities to apply for further funding from the Independent Age Grant Fund.

Alongside the Independent Age Grants Fund we would like to understand where else we could support you in your work in the future. By ticking the box at the end of the application form you are agreeing that Independent Age can get in touch to discuss other areas of support such as training, events, fundraising, safeguarding and social media.

Please see our Privacy Policy on our website www.independentage.org/our-privacy-and-cookies-policy.

We hope you will find this helpful, but you can come off our mailing list at any time by emailing GrantsFund@independentage.org.