

VCS Re-Start Grant Guidance Notes

We have set aside £10,000 to fund one-off 'Re-Start' grants to our voluntary and community sector (VCS) organisations to help with costs relating to re-opening or re-starting services following closure due to the pandemic. This funding will be open until the end of March 2022. These grants are being funded by proceeds from the Love Blaby Lottery. For more information visit the [Love Blaby Lottery website](#)

What is the VCS Re-Start Grant?

This is a small, one-off grant of up to £250 per organisation. It must be spent within six months of being awarded on costs relating to re-opening or re-starting services/activities. For example:

- Purchase of signage, screens and other necessary equipment for social distancing
- Printing of posters to display
- Purchase of PPE (such as masks, aprons, gloves), sanitiser, fogging machine
- Professional cleaning or other services to bring a building back into use safely
- Re-stocking of essential supplies, for example at lunch or youth clubs
- Promotional activities to let members know you are re-opening/starting
- Volunteer expenses where additional cover/roles are needed to run safely

Eligibility Criteria

- All organisations eligible for the main community grants programme can apply except schools/academies who may not apply.
- Organisations can apply if they already have a grant open with us and an application for a VCS Re-Start grant **does not** prevent a further application to the main grants scheme during the financial year.
- Any organisation that has already received a grant relating to Covid-related costs of this sort can still apply but may be asked to propose a variation to their existing grant costs to avoid duplication.
- If over-subscribed, we will take into account other grant funding that has been received relating to Covid (such as government business grants, another Blaby District Council community grant or grants administered by Leicestershire & Rutland Community Foundation or Leicestershire County Council).

How to apply

You will need to complete a short Expression of Interest form. You can complete this using our [Online Expression of Interest Form](#) or request a copy from the Funding and Awards Officer by emailing grants@blaby.gov.uk or calling 0116 272 7566.

You will also need to provide the following supporting governance documents (if these are not already held by the Council):

- A governing document (for example, Constitution or Articles of Association)
- An equality policy/statement (if not included within the governing document)
- A child safeguarding policy and/or vulnerable adults policy (if applicable)
- A bank statement dated within three months showing the organisation's name account details and balance.

Applications can now be made at any time up until the end of the funding period (end of March 2022) and will be assessed by the Funding and Awards Officer with the support of two members of the main grants panel if necessary.

Terms and conditions of the grant

All successful organisations will be expected to sign a grant agreement with the following standard conditions:

- Acknowledge the support of Blaby District Council and the Love Blaby Lottery in your project's promotional material.
- Ensure that the organisation has a Covid-related risk assessment in place prior to re-opening or re-starting any activities.
- Ensure that the organisation complies with all Covid-related guidance provided by the Government. You can find this [Guidance on the Government's website](#)
- Ensure that the organisation is adequately insured to carry out its activities and that all staff/volunteers follow relevant health and safety legislation when carrying out their duties.
- Adhere to national guidance and legislation on equal opportunities, disability, access and safeguarding of children and vulnerable adults.
- Own or have secure tenure of any land involved in your project. If you are using someone else's land or buildings you must have proper written consent from the owner for your project.
- Ensure that the grant is spent in accordance with the information provided on the expression of interest form and to cover costs relating to re-starting services/activities during the Covid-recovery period.
- Complete expenditure within 6 months of the award of the grant.
- Complete an end of project form to tell us how you spent the grant and how it has helped.
- Notify the Funding & Awards Officer immediately if there is any change that results in your organisation/group no longer being eligible for the grant
- The Council can require repayment of funds which have not been spent in accordance with the criteria of the scheme.
- This Grant may be subject to the UK's new subsidies system which replaces the EU State Aid rules. The Council offers this grant on the basis that the equivalent of the De Minimis exemption will apply. It is the organisation's responsibility to ensure that, in receiving this grant, that they have not received more than £340,000 in financial contributions or benefits from Government subsidy in the last three years.