

Guidelines and Criteria

The Jimbo's Fund is heavily over-subscribed for each panel. Before you apply, please ensure you read these notes carefully to enable you to assess whether your project is likely to be eligible for consideration.

Background

This fund was set up in 2008 by generous local businessman, Jimi Heselden. Jimi tragically passed away in an accident in 2010 but the fund continues to support local projects.

Who can apply?

The grants are open to third sector organisations that meet **all** of the following criteria:

1. You are a volunteer-led organisation: a registered charity, community group or a not-for-profit organisation with charitable aims
2. You are a formally established group with a written governing document (e.g. constitution, memorandum and articles of association, trust deed, etc.)
3. You have at least three people on the governing body, management committee or board of trustees, and the majority of the people on the governing body are not related or living at the same address
4. You have a separate bank account under the name of your group with at least two unrelated signatories
5. Your project is based in Leeds and will support residents of Leeds
6. Your organisation has been established for at least 2 years and has a track record in the local area. Organisations must have published their first set of annual accounts.

We expect applicants to already be working in the target area and have strong local links. We are very unlikely to fund any organisation that is merely seeking to move into Leeds because funding is available, or which does not have any local connections. You should be able to demonstrate the of need or demand for your work in the relevant area. Projects that do not offer broad benefit to residents of the Leeds will not receive priority.

We are particularly keen to receive applications for activity which would benefit residents of East Leeds, an area which was particularly special to Jimi. However, applications are welcome from across the whole city.

Applicants need to be able to demonstrate that the beneficiaries of the project are facing some sort of hardship; the project is meeting an identified need in the local community; and can deliver tangible, positive results. Priority will be given to projects benefiting children and young people, people with profound and multiple learning disabilities, physical disabilities, older people, and people in need who are actively trying to help themselves in areas of significant disadvantage.

In exceptional cases grants may be awarded to organisations outside the standard criteria (if you are considering making such an application you must contact us before doing so).

Please also read the list of exclusions below before making an application.

Further details

Grants range from **£1,000 to £20,000**. The grant should be spent within 12 months of the date of the award. We prefer to be a major funder of a project and like to support something specific as opposed to merely contributing towards a larger appeal. **Grant requests should be no more than 50% of the organisation's annual income (in the last financial year).**

The type of activity that can be funded is quite broad and includes:

- Project costs
- Purchase of equipment
- Staff costs to enable you to employ someone
- Capital costs, including purchase of equipment, refurbishment and building work, and purchase of buildings
- Contribution to core costs as long as this is related to the delivery of activities or services you are requesting funding for
- Training for volunteers

Please note that this is not an exhaustive list but is representative of grants which have been awarded in recent rounds.

What we do not support

Please note that the fund is significantly over-subscribed for each panel, so please review the exclusions below before you start the application process.

- Projects that have already taken place / applications for retrospective funding
- Activities that would or should normally be funded from statutory sources e.g. Social Services, local or central government (including schools, academies, leisure centres etc.)
- Pilot projects to demonstrate need / demand for future statutory funding
- Projects primarily for the advancement of religion or politics
- Projects primarily for the benefit of animals
- Projects with a very limited/narrow target group of beneficiaries
- Projects which offer poor value for money
- Projects which cannot demonstrate a clear need or demand for the work
- General appeals and contributions to large scale projects
- Applications from individuals
- Applications from national charities (unless the local branch can demonstrate it operates independently and has a separate management committee and meets all other criteria)
- Organisations with substantial free reserves
- Organisations with access to other significant funding sources, including those with substantial fundraising teams
- Projects which are signposting people to other organisations for advice / support – the Fund prefers to support the frontline work of those organisations directly
- Trips abroad or overseas projects
- Organisations raising funds to redistribute to other causes, sponsorship for events or activities, advertising in charity or other brochures
- Project from organisations that are in poor financial health or those that have had a previous grant from us which has not been managed satisfactorily
- Projects offering very limited benefit to the target area and / or local residents.

Applicants who have previously been awarded a grant from Jimbo's Fund are welcome to reapply once that activity funded by that grant has finished and Leeds Community Foundation has received a satisfactory

monitoring report. The panel prefers to see a 12-month gap before a request for repeat funding is submitted. However, funding is sometimes given for a second consecutive year, providing the group can clearly demonstrate the need for further funding. Foundation staff will provide further advice once your monitoring report has been submitted.

If you are unsure whether or not your project is eligible, please send us a short email with a brief outline to grants@leedscf.org.uk and we will provide further advice. However, please note that the final decision on whether a project is funded is made by the grants panel, not by Leeds Community Foundation staff.

How to apply

You need to complete an online application form and send signed copies of your governing document, accounts, list of management committee/board members/directors and any relevant policy documents and/or quotes **by the deadline**.

The application form can be found here: <https://ukcf.secure.force.com/forms/LEEDSCF/jimbosfundjan-19>

Deadlines

The deadlines for the receipt of applications and all required supporting information is:

12 noon Wednesday 24 January 2019

If we do not receive all the required documents by the deadline the application will be declined automatically.

What happens next

We will acknowledge the receipt of your application when it has been submitted. We will then assess your application and may need to contact you and your referee during this time. Shortlisted applications will be considered by a panel. The panel will generally meet within 6 weeks of the deadline given above.

If you are successful, you will receive an offer letter by email, including any additional conditions set by the panel. You must complete your project within 12 months of the date of our letter confirming the grant. You must also complete an end of grant report telling us how the grant has been spent and what was achieved. The deadline for doing so will be specified in your offer letter. Please note that failure to provide appropriate monitoring information will exclude your organisation from applying to future grants schemes.

If your bid is not successful we will let you know by email. **Please note the decisions of the panel are final. We have limited funding available and we are not able to fund every application we receive, no matter how deserving the project is.**

For further details please contact the Grants team at:

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