

This document explains how ‘Mackem Money!’ works, whether you can apply, and how to submit an application. It also tells you what you can apply for, what the local Panel can and can’t support, and provides a useful web link on [safeguarding](#) vulnerable adults and children.

### **About the Fund**

The Community Foundation serving Tyne & Wear and Northumberland has allocated about £130,000 to be awarded to community organisations in Sunderland by a Panel made up of residents from across the city who have lived experience of the challenges faced by local communities. The Panel decides how the grant making process will work and will use agreed grants assessment criteria to ensure all decision making is locally accountable and fair. With their local knowledge, the Panel has prioritised some of the most important issues with which people in Sunderland are currently struggling, and would like to award grants to local groups whose work addresses some of these issues and themes. Please read these notes before starting an application and talk to one of the contacts listed below if you need help.

### **‘Mackem Money!’ Funding Themes**

The Panel has carefully considered the type of issues and challenges faced by many local communities and agreed that ‘Mackem Money!’ will support projects which focus on;

- ✓ **Supporting Inclusive Communities** (eg. bringing people together, building social connections)
- ✓ **Creating Opportunities for Healthier & Happier People** (eg. play, physical activity, healthy food)
- ✓ **Raising Aspirations** (eg. building confidence & ambition, developing skills, encouraging achievement)

### **Is My Group Eligible for a ‘Mackem Money!’ Grant?**

The Panel wants to support small groups based in and working in Sunderland. By small, we mean those with income less than £250,000, with priority to those with income of under £100,000. To receive a grant directly, your group should benefit a local community and have:

- ✓ A constitution, set of rules or articles of association
- ✓ A Management Committee or Board of Trustees with at least 3 unrelated individuals
- ✓ A bank account in your group’s name with at least 2 unrelated signatories
- ✓ Adequate [safeguarding](#) arrangements (see \* below)

If your Group doesn’t have all or any of the above yet but intends to do so, you can:

- Get help from VCAS or SVSA so your group can apply (see contacts at bottom of page 2)
- Apply indirectly by asking VCAS, SVSA or your local ‘host’ organisation.

If your Group doesn’t have any of the above and doesn’t intend to, you cannot apply.

*\* As per Charity Commission guidance, Community Foundation treats safeguarding with the highest importance. The Panel can only consider applications from groups that can demonstrate safeguarding is a priority, by having and submitting adequate safeguarding policies and procedures. If you need help with this, please get in touch.*

### **When Can My Group Apply for a ‘Mackem Money!’ Grant?**

The Panel intends to make grant awards before and after the 2023 festive season.

If your group wants a grant to run a project during the 2023 festive season, the deadline is 12th November 2023. The Panel will meet mid October and again in mid November to decide which of these applications receive funding, so **please apply early!**

If you want a grant to run a project in 2024, the deadline is 22nd December 2023. The Panel will meet mid January 2024 to decide which applications receive funding.

### How Much Can My Group Apply For?

- For short, seasonal/pre-Christmas 2023 projects, you can apply for £1,000 to £2,000.
- For potentially longer projects in 2024, you can apply for £2,000 to £5,000.
- 1 grant per group

### What Project Costs Can A 'Mackem Money!' Grant Pay For?

- ✓ Seasonal or festive events, food parcels, activity packs, trips, etc.
- ✓ Staff costs such as paid sessional workers or volunteer expenses
- ✓ Materials and small items of equipment such as crafts materials, office equipment, etc.
- ✓ Running costs (including rent, utilities and other overheads)
- ✓ Keeping current activities going, expanding or improving them, or working in new areas
- ✓ New activities or one-off initiatives

Whatever you are seeking a 'Mackem Money!' grant for, the Panel needs to know what you will do with the grant, who will benefit and how your project will make a difference.

### What Project Costs Can A 'Mackem Money!' Grant NOT Pay For?

- ✗ Activities that have already taken place
- ✗ Gifts in kind (except items necessary for services like food parcels or activity packs)
- ✗ Requests from privately owned, profit-distributing companies or limited partnerships

For a full list of ineligible costs please see <https://www.communityfoundation.org.uk/apply/>

### How Can My Group Apply for a 'Mackem Money!' Grant?

1. Register your group on the Community Foundation portal at <https://cftwn.my.site.com/s/>
2. Allow 2 days to be given access to the grantee portal, where you make your application
3. Send copies of your latest accounts, constitution, bank statement & Safeguarding Policy
4. Think carefully about what you want to apply for and how much your project will cost
5. Submit your application via the Community Foundation grant application portal at <https://www.communityfoundation.org.uk/apply/> or send us a 5 minute video with the same information via <https://wetransfer.com/> to [ns@communityfoundation.org.uk](mailto:ns@communityfoundation.org.uk)

### How Long Does My Group Have To Spend a 'Mackem Money!' Grant?

If the Panel approves your application, the grant must be fully spent within 12 months.

### Will We Need to Show What We Did With A 'Mackem Money!' Grant?

Yes, the Panel needs to know what you achieved and how your community benefited from a 'Mackem Money!' grant. At the end of the funded work, you'll need to complete a monitoring form telling us what you spent the money on, how many people took part in/benefited directly from the project and what difference the grant made. We'll also ask for stories, photos or other evidence to describe the difference you've made, so you need to keep proper records of your activity and spending relating to our grant. You can also send us your monitoring report by video, as long as it tells us what we need to know.

Monitoring must be submitted to the Community Foundation at the end of the grant period and you will receive a reminder when it is due. Once your end-of-grant monitoring form or video has been reviewed, the Community Foundation will write to say the grant is closed and to give you feedback. The Community Foundation also takes this information into account when considering any future funding applications from your organisation.

***If you have any queries or would like help you can speak to:***

- Jen McKeivitt on 07917 203127 or [jmckeivitt1963@gmail.com](mailto:jmckeivitt1963@gmail.com)
- Mary at VCAS on 0191 565 1566 or [info@vcas.org.uk](mailto:info@vcas.org.uk)
- Debs at SVSA on 07721819383 or [debs.hickling-walker@sunderlandvsa.co.uk](mailto:debs.hickling-walker@sunderlandvsa.co.uk)
- Collette at CF on 0191 2220945 or [ch@communityfoundation.org.uk](mailto:ch@communityfoundation.org.uk)