

Transformers Grants Programme - Background Information and Eligibility Criteria

Overall Vision

We recognise that, for the communities close to the main Olympic venues, the London 2012 Olympic and Paralympic Games may be associated with disruption and inconvenience. People may wonder what opportunities the London 2012 Games hold for them.

The East London Business Alliance has received funding from the Olympic Lottery Distributor for local groups to be able to develop projects which will help to inspire and excite people about the London 2012 Games, raising the spirits and aspirations of local people.

Transformers funded projects should have positive outcomes and ideally, a lasting legacy.

Any not-for-profit organisation delivering in five of the named host boroughs may apply (subject to the eligibility criteria laid out in this document) and we welcome applications from a broad spectrum of projects. Some examples of recently funded projects include: an arts project for older people, a sports project for people with disabilities, a creative project in local communities which celebrates the Olympics and an education project which gets young people to mark the Olympics through working together to design and build playground sculptures. See our website for a full list of funded projects to date:

<http://www.transformers-l.org.uk>

Ultimately, Transformers aims to get local people involved in community activities that celebrate the London 2012 Olympic and Paralympic Games and promote the Olympic and Paralympic spirit.

1. Background

The London 2012 Olympic and Paralympic bid was won on a promise of a legacy of regeneration for East London and the difference it would make to local communities.

To facilitate this positive legacy, Transformers is a grants programme funded by the Olympic Lottery Distributor and managed by East London Business Alliance.

Transformers will be targeted at communities in five of the London 2012 Olympic and Paralympic Games host boroughs (Greenwich, Hackney, Newham, Tower Hamlets and Waltham Forest) to enable them to make a difference in their own communities.

The programme will fund projects for up to one year at the next deadline for applications, which is 5pm, Friday 28th October 2011. The Transformers Grants programme will close in December 2012. No project costs will be covered beyond December 2012.

Grants are available between £10,000 and £20,000 per annum. Decisions on Round 3 applications will be made in December 2011 and so there will be a maximum of 12 months for successful projects to run. As a result, the maximum that can be applied for in Round 3 is £20,000.

In addition to these guidelines there are four documents that accompany the application form. They are: Application Guidance Notes, Application Process, Terms and Conditions and Frequently Asked Questions, and they are available from the Transformers' web site. You are advised to read these documents thoroughly before applying and to use the Application Guidance when completing the application form.

Of the 230 applications received in the second round, 101 were deemed ineligible. It is therefore important to read all the accompanying documentation before starting to write the application, to ensure that your group and your project are eligible for funding and that you have submitted all the necessary information.

2. Who can apply?

2.1 Types of organisations who are eligible to apply and the requirements

We want to fund organisations established for social purposes rather than the pursuit of profit. These may include:

- Local charities, voluntary and community organisations.
- Social enterprises.
- Not for profit organisations that serve the communities in five of the host boroughs e.g. schools, social landlords.
- National charities (please note that only one branch per one national charity may apply).

Successful applicants will be established organisations with a track record of delivery and community engagement; enabling us to “invest in success”.

2.2 Who cannot apply?

We will not fund:

- Individuals.
- Political groups.
- Animal welfare organisations.
- Grant-making bodies that make grants on our behalf.
- Statutory bodies, such as local authorities.
- Profit making organisations, except social enterprises.
- Charities established outside of the UK.

2.3 What do we require organisations to have in place to apply for a grant?

To apply to the Transformers Grants programme, as a minimum, an organisation must have the following in place:

- 1) A written constitution or governing document.
- 2) A management committee/board of trustees that has at least three unrelated members who are not paid members of staff.
- 3) Organisations with a membership that is open to all and allows anyone to join (unless there is a good reason why this is not appropriate).
- 4) Copies of audited or verified accounts for the last two years. Where audited or verified accounts are not available please provide the following:
 - a. Copies of last three bank statements.
 - b. Income/expenditure forecast for a minimum of one year.

- 5) A bank account in the name of the organisation, with two unrelated signatories.
- 6) A safeguarding policy and CRB checks for all your staff and volunteers who work with children or vulnerable adults.
- 7) A Health and Safety policy.
- 8) An Equality policy.
- 9) Public liability insurance and where appropriate employment liability insurance.

Please note if you are successful any grant payments can only be made into a bank account that is in the name of the organisation applying for the grant and responsible for delivery of the project. We require at least two people to sign each cheque or make a withdrawal. If any signatories are related or live at the same address we will need written confirmation from your bank or building society that these people cannot authorise the same payment.

3. What activities can we fund?

3.1 Geographical focus

We will only fund projects that are to be delivered in any of the London boroughs of Hackney, Tower Hamlets, Newham, Waltham Forest and Greenwich. If your organisation is based outside of these boroughs, you will need to prove a strong track record in delivering projects in these boroughs.

We are particularly interested in funding projects that are delivered in the following locations as they are affected by their proximity to the Olympic venues:

- Hackney - Hackney Marsh, Hackney Wick, Homerton, Lower Clapton.
- Tower Hamlets - Bow, Bromley by Bow, Langdon Park, Poplar.
- Newham - Carpenters, Stratford, Forest Gate, Plaistow, West Ham, Canning Town.
- Waltham Forest - Leyton, Leytonstone, Cathall, Cann Hall.
- Greenwich – Woolwich, Woolwich Dockyard, Plumstead, East Greenwich, Charlton.

3.2 Transformers programme outcomes

We want to fund projects that really make a difference to people's lives, particularly those that have been affected by their proximity to the Olympic venues. We want to know how our funding has helped achieve positive changes or "outcomes". You will need to demonstrate that your project will contribute to each of the four outcomes listed below, and that you have systems in place to collect information on the numbers of people who have benefited, and how you will measure the changes your work has brought about.

The Transformers Grants Programme outcomes are as follows:

- To raise the spirits and aspirations of local people to derive some real positive benefits for local communities.
- To encourage community participation to make a difference in their own community.
- To get local people involved in community activities that celebrate the London 2012 Olympic and Paralympic Games and promote the Olympic and Paralympic spirit
- To leave a lasting legacy in the community.

If your application is successful you will be expected to report to us on a regular basis on your progress in reaching these outcomes, although we recognise that some of these will be long-term. In addition we are interested to hear about other outcomes that you may have achieved, as well as any unexpected issues that have added to your learning as an organisation.

3.3 The projects

Organisations applying for the Transformers Grants programme will have to demonstrate that their projects are innovative, and focus on Olympic themes and promote Olympic and Paralympic Values (see Application Guidelines).

3.4 Core costs

We recognise that core costs are incurred in the delivery of good services. We are willing to consider supporting such costs by allowing up to 15% of the overall grant awarded to go towards meeting the core cost of the organisation.

3.5 Retrospective funding

Under the Transformers Grants programme we will not cover any costs for project activities that have taken place prior to the receipt of a grant offer letter from ELBA. Interested organisations are strongly advised not to start their projects until after the grants panel meets to make a decision on their application and you have been informed of the result of that decision.

3.6 Exit strategy

We are interested in funding projects that continue to be delivered long after the Transforms Grants programme comes to an end. As part of their longer term plans for the project organisations should identify how they see the project being sustained beyond the end of the Transformers Grants programme.

3.6 Activities we will NOT fund

We will not fund:

- Non charitable activities.
- Projects whose primary purpose is to promote religious beliefs.
- Projects promoting political beliefs.
- Projects that do not take place in, or benefit the residents of Hackney, Tower Hamlets, Newham, Waltham Forest and Greenwich.
- Requests to cover retrospective project costs.
- Work where there is a statutory responsibility to provide funding (for example if you are a school we will not pay for activities or services that the school has statutory responsibility to provide. This means we will not pay for activities that are in the school curriculum).
- Organisations seeking funding to replace cuts by statutory bodies, except where that funding was explicitly time-limited and for a discretionary purpose.
- Projects where there is significant public funding available.

Further information

If after reading the Eligibility Criteria you are still unsure as to whether you are eligible to apply for the Transformers Grant programme you should contact: Emma Quinn, Transformers Grants Manager, or Fahad Abdi, Grants Coordinator on: 020 7068 6960 or email emma.quinn@elba-l.org.uk or fahad.abdi@elba-l.org.uk