

The Paristamen CIO

Standing beside charities with small grants to make a big difference

LARGE GRANT PROGRAMME 2021

Christian Hope in a Post-Covid Scotland

INVITATION TO BID FOR A ONE-OFF £20,000 GRANT

Deadline for bids: 5 February 2021

The Paristamen CIO is now inviting bids for our sixth major grant: **we hope to make a single grant of £20,000** to be awarded by spring 2021 to a charity able to lead a significant new project under the umbrella heading of ***Christian Hope in a Post-Covid Scotland***.

The focus of the grant

The trustees are looking to support a charity with the skills and experience to develop a significant new project that will in some way address the issue of “Hope” for individuals, families and communities as Scotland begins to emerge from the Coronavirus crisis. We are particularly looking for a project that will articulate the notion of hope within the context of the Christian faith.

This could be achieved in a wide range of ways, but we suggest a particular focus on:

- Those who have been most hurt by the crisis: for example by bereavement, mental health issues, people pushed further into poverty and despair as a result of the crisis, people who are suffering due to lack of contact with those to whom they are closest.
- Those who may have felt abandoned spiritually as churches closed their doors and cut back their activities, or who were excluded by the new ways in which churches began to operate in 2020.
- Those who, for whatever reason, feel especially anxious as a result of this crisis, and who are looking to find hope in the Christian message as a way to move forward.

What the project is *not* about

Whilst the above is deliberately broad, we stress that we are *not* expecting to award a large grant for any of the following:

- We are not looking to fund general evangelism/Christian outreach unrelated to the specific issues of distress, anxiety and loss arising from the crisis – but the project must be rooted at some level in the Christian theology of hope.
- We are not looking to fund practical help in dealing with the implications of Covid itself (there are many other funders offering support for direct initiatives of this kind) – rather the focus is on preparing for a post-Covid society, even if it may be many months or years before Covid is eliminated as an issue of concern in Scotland.
- We do not see the project as providing direct financial or material help to individuals or families affected by the crisis – not because we do not see such help as valuable, but a grant of £20,000 would not be sufficient to have any real impact on the material issues faced.

Area/Reach

Ideally we would be keen to support a project that seeks to address these issues on a Scotland-wide basis, but we are also prepared to consider applications that focus on a specific local area (for example, a specific council area, or even a single town or city). But the project must be wider than a single parish

or the area served by a single local church. In total, over the course of the project, we would expect it to reach at least 500-1000 individuals at some level.

The focus could be on a specific age group, or on all ages. (However, we see this as a project that will work with those aged 16 or over – not with children.)

The Recipient

We would expect to award this grant to a Scottish charity with strong Christian roots – though the focus of the charity could be broader. We would also expect the charity to have some significant proven experience of delivering mental health services, or counselling, or other forms of pastoral support to individuals.

Churches are welcome to apply – though as explained above we would see the project as wider than an individual local church or parish – so we would expect to see church applications at the level of a presbytery, diocese – or from an ecumenical partnership.

But we would equally be pleased to receive applications from Christian charities with a much wider remit.

The recipient charity will need to have a truly visionary person in mind to lead the project: almost certainly an individual strongly rooted in the Christian faith, but with strong experience in counselling or mental health work and yet with the ability to generate a high profile that will draw people to engage with the project.

Means of operation

The project will need to propose some details as to how the project will be organised, publicised, and delivered. It may use a mix of educational materials and direct 1-1 support to individuals.

The project must be outgoing in terms of publicising what is being offered and encouraging people to seek the support on offer. We anticipate the project will need to have a reasonably high media profile (including use of social media where appropriate) but it may also depend on hard copy leaflets and other more traditional means.

In terms of engagement with individuals the project must propose realistic channels of communication that can operate even if Covid restrictions continue, and must not require means of technology that significantly limit those who can take part. It is therefore likely to focus to a considerable extent on relatively low-tech approaches such as telephone (voice) calls and possibly email and/or social media interactions that can be handled by those with basic technology. It might also make use of direct meetings that can take place outdoors if needed, such as going on a walk with someone.

The Project

We are looking to fund an imaginative project which will seek to make a real difference to these issues.

We do not want to prescribe details – rather we would prefer to see imaginative proposals from charities with experience in these fields – for a specific initiative that you believe would make a real difference to your work. This could well be an apparently unpopular project for which it is difficult to secure funding.

Guidance on Prospective Bids – Q&A

Q1 Are there any geographical restrictions?

A1 The project must be focused in Scotland but could be hosted by a Scottish charity or a UK-wide charity with a significant presence in Scotland. However, it could involve collaboration with other partners. As explained above, the focus could be Scotland-wide or a more limited area. The community supported does not have to be defined geographically.

Q2 Does this have to be a “new” project?

A2 Not necessarily: we are happy to fund additional work by a charity which is already undertaking work of this kind but it must be clear that our funding can be applied to support a specific time-limited initiative.

Q3 What is the timescale for use of the grant?

A3 We anticipate funding a project or activity for around a year (probably 1 April 2021 – 31 March 2022) though we are open to other suggestions – for example if you feel the funds could be best spent over a longer period, or on a very short initiative. So please make the timetable clear in your application.

Q4 Can a bid be made by several organisations in partnership?

A4 Yes, we welcome constructive partnerships if you feel that is helpful (though it is by no means essential) but there must be one charity as lead partner, with a significant presence in Scotland, which will be accountable for the grant.

Q5 Must the grant be treated as a restricted fund?

A5 Yes, our grant will be restricted to this project (including an appropriate share of organisational overheads, if needed).

Q6 Must the project involve direct support to individuals?

A6 Not necessarily. We are happy that some of the funding would be used for publicity and communications and broader educational work. But the project must involve a significant component that enables individuals to seek 1-1 support in some way.

Q7 Must the project be Christian-based?

A7 Yes, but this can be interpreted in many ways. We would not insist that everyone involved in delivering the project must be a practising Christian, but the project must be clearly rooted in the Christian theology of hope. Those seeking individual support must have an opportunity, if they so wish, to receive counsel on the value of placing one's hope in Christ at times of despair or difficulty, and publicity for the project must not hide its Christian basis. But the work of the project must be open to those of all faiths or none - there must be *no* suggestion that people have, in some way, to accept the Christian message in order to receive support.

Q8 If the project goes well could we apply for a further grant to continue the work?

A8 No, this is a one-off programme – The Paristamen CIO would not be in a position to provide further funding beyond this specific grant. We are therefore looking to support a *specific initiative* of some kind that will provide long term improvement to the position of refugees and asylum seekers – rather than supporting day-to-day services. Nevertheless we are happy for part of our grant to be used towards normal overheads of the charity running the project.

Organisation and Financing of the Project

We are looking for imaginative bids which fall within the broad criteria above, but we do not wish to prescribe how the project should be run or organised.

However, applications must show how the £20K would be spent by means of a clear breakdown of costs under appropriate headings. Where staff costs are involved, please indicate the role(s) concerned, the amount of time and rates of pay that would apply. We anticipate most of the funding will be used for the running costs of the project (including salaries as applicable) but if any capital purchases are required please give details, making clear who would have long term ownership and how any future maintenance requirements will be addressed. However, broadly speaking we would prefer to fund activities rather than long term assets.

About Paristamen

The Paristamen CIO is a small grant-making charity now based in Dunbar, East Lothian. Our objects are relatively broad – they cover (a) the advancement of the Christian faith and (b) any other charitable purpose which is not inconsistent with (a). We make some grants for explicitly Christian projects, but

also many broader grants to charities working in fields such as poverty and disadvantage, health, advice work, human rights. The charity is governed by three trustees who have a wide range of experience in the voluntary sector. See www.paristamen.org.uk for more details.

Application process and timescales

We are keen to keep the application process as simple as possible – we do not wish to waste your time preparing a complex bid which is unlikely to succeed.

- (a) If you feel your charity may be in a position to bid for this grant, we would encourage you to make contact as soon as possible to discuss an application informally before applying. Please call (01368 864582) or email our Chair of Trustees, Gareth Morgan gareth@paristamen.org.uk – but please bear in mind this is a relatively small charity run by the trustees on a voluntary basis: we do not employ staff, so please allow a few days for a response. If time permits, he may be willing to comment on a draft application.
- (b) Please send the full application enclosing a copy of your charity's latest *Annual Report and Accounts* to reach us not later than 5 February 2021.

The application should as a minimum give the following information.

1. Proposed title for the project.
2. Name and charitable status of the organisation applying (including registered charity number(s) if applicable).
3. Name and status of any partner organisations.
4. Names and contact details (including postal address*, tel no and email) for key individuals to be involved – including an overall co-ordinator who would be the prime contact with ourselves *We assume the postal address for correspondence will be the address of the charity, but a home address is acceptable if more appropriate.)
5. Details of relevant expertise for the organisations(s) including key individuals, including previous work on these issues, access to wider networks etc.
6. Explanation of the specific proposed events/activities that will be arranged in response to the project brief above. Please be as specific as possible.
7. Proposed timescales and budget – how you *expect* the resources to be used. If part of our grant will be transferred to partner organisations, please make this clear. On the expenditure side, if you will need to charge any general overhead costs to this grant, please make that clear.) If you will be using income from other sources towards the project, please make this clear.
8. Details of how you would like the grant paid, if successful, including bank details if you would prefer to receive payments by BACS (but we are happy to make payment by cheque if preferred). Payment can only be made to an account in the name of the charity making or leading the bid to us.
9. Your proposals for reporting back to us. We would expect to have a direct meeting with the successful bidder at the start of the project and to keep in contact by email as the project proceeds with a final report of some kind. We would appreciate being invited to any major event that forms part of the project, and we would like to receive copies of all media projected.
10. We would welcome some indication of how you will assess the success of the project but there is no need to establish elaborate monitoring arrangements.

11. We will also wish to receive your charity's latest Annual Report and Accounts – both with your application and for each year the project is running. As explained above, we would expect this project to appear clearly as a restricted fund in those accounts. Please see our website for guidance on submitting accounts – we always need the latest *final* report and accounts showing approval by your trustees and auditor or independent examiner.

- (c) Applications must be submitted to reach us not later than Friday 5 February 2021 preferably by email to: admin@paristamen.org.uk. If emailing, *please send all documents as PDF attachments*.

However, if sending by post please send to: Mrs Sharon Morgan (Admin Trustee), The Paristamen CIO, 10 Kings Court DUNBAR EH42 1ZG. (If you need to send reports and accounts with lots of colour or more than 30 pages we would prefer to have them by post.)

- (d) All applications will be initially reviewed by one trustee to check they meet the criteria for the scheme and if so, they will then be seen by all trustees before a decision is made. We will let you know whether your application is going forward to consideration at the trustees meeting.
- (e) Decisions on which application to support will be taken at our trustees meeting in late February 2021. We may need to contact you at that stage to discuss further details, but if there are no further conditions or issues to resolve, we would expect to send confirmation of the grant award by mid-March 2021. (We will also let you know if your application is unsuccessful.)
- (f) If the application is for a project to run over the year 2020/21 the grant is likely to be paid in 3 instalments in April 2021, August 2021, and December 2021 – however, we will discuss the most appropriate payment timescale with the successful recipient.

Assessment Criteria

Given the provision for informal liaison before a formal bid we hope to avoid triggering large numbers of bids which are unlikely to succeed. However, at the final stage each trustee will separately score each application and the total scores will be considered.

To some extent grant-making is a subjective process and it always depends in part on how the trustees “feel” about the strength of applications, but the following criteria are likely to be considered:

- The charity's track record/experience in the field concerned
- The access to appropriate networks
- The vision for how the project will actually work
- The clarity of the application
- The extent to which the project is likely to have some long term impact beyond the specific events or resources generated
- The case you make with regard to the likely impact of a £20,000 grant
- Whether the applicant charity appears to be well run and effectively governed (as indicated, for example, by the Annual Report and Accounts and whether existing financial resources are being well used).

Although we hope to make a single grant of £20,000 under this programme we reserve the right not to award a grant or to make a smaller grant if we do not feel the applications are strong enough.

Some more general information about The Paristamen CIO and further copies of this document are available on our website www.paristamen.org.uk

The Paristamen CIO – Registered charity numbers: E&W 1155665 and SC048961
www.paristamen.org.uk

[As agreed by trustees – Oct 2020]